



GOVERNING MANUAL

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NAGAAA Governing Manual

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VOLUME 1 - ARTICLES OF INCORPORATION

Article One -- Name

1.1 The name of the organization is the North American Gay Amateur Athletic Alliance-Open Softball Division, Inc.

Article Two -- Existence

2.1 The period of existence is perpetual

Article Three -- Purpose

3.1 Said organization is organized exclusively for charitable, religious, educational and scientific purposes, including for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

3.2 To be a nonprofit organization dedicated to the promotion of amateur sports competition, particularly softball, for all persons regardless of age, sexual orientation or preference, with special emphasis on the participation of members of the LGBT Community; and to otherwise foster national and international sports competition by planning, promoting and carrying out amateur sports competition.

3.3 To establish uniform rules and regulations for amateur sports competition organized or conducted by this organization.

3.4 To organize and conduct any regional championship playoffs among member teams and organize and conduct a Gay Softball World Series; the further purpose of the corporation being to organize, promote and conduct the best possible tournaments in LGBT athletics; and to otherwise foster national and international sports competition.

3.5 To encourage the education and training of the proper skills of athletics, particularly softball, by promoting clinics, seminars and training courses.

3.6 To plan, promote and carry out other exempt activities that serve the welfare of the public at large.

3.7 To raise, collect, administer and dispense funds for the purposes set forth in the Articles of Incorporation.

3.8 To carry out all of the purposes stated solely within the scope and meaning of Section 501 (c) of the Internal Revenue Code of 1954 or corresponding section of future tax code.

Article Four -- Members

4.1 The corporation shall have no members.

Article Five -- Directors

5.1 The general management of the affairs of the corporation shall be vested in the directors of the corporation.

5.2 The term of office of the initial directors shall be until the first meeting of the incorporators and the initial board of directors.

5.3 The number of subsequent directors and their qualifications, manner of election and term of office shall be specified in the Bylaws.

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5.4 The number of directors shall not be less than three (3).

Article Six – Disbursements

6.1 No part of net earnings of the corporation shall inure to the benefit of, or be distributed to its members, trustees, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation; and the organization shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provisions of this document the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code; or (b) by an organization, contributions to which are deductible under section 170(c) (2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

Article Seven -- Operations

7.1 This corporation shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purposes of this corporation.

Article Eight -- Dissolution

8.1 Upon the dissolution of the organization, assets shall be distributed for one (1) or more exempt purposes within the meaning of the section 501(c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the organization is then located, exclusively for the purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

VOLUME 2 - BYLAWS

CHAPTER 1 - MEMBERSHIP

1.01 **Membership:** Upon proper petition and qualification, membership in this organization shall be granted or denied by action of the Council. Petitions for membership are to be completed in the form and manner provided by the committee assigned membership duties and to the committee’s satisfaction before presentation to a regular meeting of the Council. That committee shall offer a recommendation on the petition of the prospective member to the Council.

1.02 **Qualifications:** For any membership petition to be considered by the Council, the committee assigned membership duties must affirm to the Council that all of the following qualifications have been met: (a) The petitioning association has operated a league for two (2) consecutive calendar years preceding the meeting of consideration of the membership petition with a minimum of four (4) teams registered in each of those years; (b) The petitioning association identifies itself as a sports organization in the LGBT community of its metropolitan area; and (c) The petitioning association’s representative attended the immediately preceding regular Meeting.
a. The two-year operating minimum criteria can be waived at the request of the committee and a two-thirds majority of the Council.

102 **1.03 Interdependence of Members & NAGAAA:** Members of NAGAAA and the organization of NAGAAA are
 103 interdependent bodies, each mutually benefitting from one another and each with expectations to one another.
 104 Other than fulfilling the expectation of membership provided for in these bylaws or authorized by these bylaws, it
 105 is understood that NAGAAA has no power to compel or direct the governance or operations of Member
 106 Associations. The Board of Directors may interact with Member Associations to help mediate conflicts or resolve
 107 differences as requested. Additionally, the Board of Directors of NAGAAA shall, when receiving or engaging in
 108 communication with individual members of Member Associations, communicate through and direct issues to the
 109 Member Association's leadership.

110
 111 **1.04 Expectations of Membership:** Membership in this organization is critical to the operations and goals of
 112 this organization. Member associations, their individual members, and volunteers or staff members of the
 113 NAGAAA organization are expected to adhere to the common set of expectations.

- 114 a. **Conduct:** Each Member Association is expected to perform in and to the spirit of the NAGAAA Open
 115 Softball Division, Inc. policies and procedures.
- 116 b. **Association Participation:** Each Member Association must comply with and report the information of its
 117 activities and leadership as determined by the Board of Directors and pay all dues, fines, and fees by the
 118 date due. Member Associations are required to attend the meetings of this organization. Failure to report
 119 all required information, attend as required, and/or pay all monies due may result in suspension of voting
 120 rights and/or suspension or termination of membership, including possible other sanctions, until such
 121 time as compliance is achieved.
- 122 c. **Athletic Participation:** Each Member Association shall register the minimum number of regular season
 123 teams in a qualifying season in a calendar year and shall register the minimum number of teams for the
 124 Gay Softball World Series (GSWS). Requirements and exceptions to this requirement shall be stated in
 125 policy documents of this organization.
- 126 d. **Legal Issues:** No Member Association or individual may enter into a legal agreement using the
 127 incorporated name of this organization without the written consent of the Board of Directors. Members
 128 of this organization will adhere to the Conflict of Interest Policy of this organization. All Members
 129 Associations, voting representatives, committee chairs & members, board directors, staff, and volunteers
 130 shall return all organizational property & materials to the Commissioner within ninety (90) days after the
 131 end of term of service to the organization.
- 132 e. **Privacy:** Use of the directories of this association is limited to official NAGAAA business only.
 133 Reproduction, sale, rental, lease, or use of the directories or any of its contents by any person or group
 134 other than the Board of Directors or member associations is strictly prohibited.
- 135 f. **Local Tournaments:** Member Association Tournament Directors/League Officers must verify NAGAAA
 136 ratings when advising participants, the local tournament is utilizing "NAGAAA ratings".

137
 138 **1.05 Suspension/Termination of Membership:** Member Associations and/or individual members of Member
 139 Associations may be suspended, for a time certain or indefinitely, and/or terminated from membership in this
 140 organization by a two-thirds (2/3) vote of the Council following a hearing before the Council, in a form and manner
 141 provided for by the Ethics Committee, unless provided for differently by express language in these bylaws. A
 142 period of suspension may be ordered by the Council which may include specific restorative and accountability
 143 requirements and/or other sanctions, which if not met, may result in termination of membership. Automatic
 144 suspensions for failure to pay membership dues by the deadline established may be issued and repealed by the
 145 Commissioner.

146
 147 **1.06 Reinstatement of Membership Following Suspension or Termination:** The Council may reinstate a
 148 suspended Member Association following a review by the committee assigned membership duties of the
 149 complaint leading to suspension and any corrective actions taken regarding the nature of the complaint. The
 150 Council may reinstate a suspended and/or terminated individual member of a member association following a
 151 review by the Ethics Committee of the complaint leading to suspension and/or termination and any corrective
 152 actions taken regarding the nature of the complaint. Member Associations or Individuals suspended for a time

153 certain are automatically reinstated to good standing following the expiration of the time of suspension provided
 154 that qualifications for membership continue to be met. Terminated Member Associations shall only be eligible for
 155 reinstatement through the process of petitioning for membership in the organization.

156 CHAPTER 2 - COUNCIL

157
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 159 **2.01 Authority & Purpose:** The Council shall be the legislative body of this organization. All committees,
 160 boards, officers, staff, and volunteers are subordinate to the authority of the Council. The Council is limited in its
 161 power only by the provisions of these bylaws, the Articles of Incorporation, and the Laws of the State of Wisconsin.
 162 The Council is created to give policy direction to the operations of NAGAAA; act on legislative proposals
 163 appropriate for the fulfillment of policy functions; elect officers of the organizations; create committees that assist
 164 the officers in the operations of the organization; act on matters relating to membership; and to support and
 165 promote the work of this organization.

166
 167 **2.02 Composition:** The Council shall be composed of one (1) voting representative from each member
 168 association and the voting members of the Board of Directors. The voting representative from each member
 169 association shall furnish credentials in the form and manner provided by the committee assigned membership
 170 duties attesting that he/she and any listed alternates represent the Member Association on the Council. Failure to
 171 provide such attestation shall be cause for immediate revocation of voting and voice rights on the Council until
 172 such time as remedy is made. Voting representatives, properly credentialed, remain as voting representatives,
 173 until such time as new credentials are furnished by a member.

- 174 a. A voting representative or alternate voting representative from a member association shall be or have
 175 been in the twelve months prior to the Council meeting: a board member of that association, a player
 176 declaring that association their qualifying association, and/or an active member of that association.

177
 178 **2.03 Parliamentary Authority:** The rules contained in the latest edition of *Robert's Rules of Order Newly*
 179 *Revised* shall govern the organization and all its bodies in all cases to which they are applicable and in which they
 180 are not inconsistent with these bylaws and any special rules of order the organization may adopt. Attendance by a
 181 majority of those Council members granted the right to vote constitutes a quorum for any meeting of the Council.
 182 All main motions shall be delivered in writing, in the form and manner provided for by the Secretary.

183
 184 **2.04 Right of Vote:** Each voting representative of the council and the members of the Board of Directors shall
 185 be entitled to one (1) vote. The Commissioner shall only be allowed to cast a vote in elections for officers of this
 186 organization, or, in the event of a tie on any matter, to cast a vote to break said tie. No member association shall
 187 be entitled to more than one (1) vote by its designated voting representative or alternates on any question
 188 pending before the Council or any of the subordinate functions (e.g.: committees, etc.) of this organization, not
 189 including the Board of Directors.

190
 191 **2.05 Right of Voice:** The right of voice at the meetings of the council is extended to the voting representatives
 192 of each member, the board of directors, committee chairs not serving as voting representatives, staff, volunteers,
 193 and any other person as approved by the council or by the board of directors. Committee chairs not serving as
 194 voting representatives shall be given the privilege of proposing questions and matters of business to the council
 195 but shall not be allowed voting rights.

196
 197 **2.06 Meetings:** The Council will conduct two (2) Regular Meetings in a calendar year. The annual Winter
 198 Meeting will be held on or before March 31 in any year and shall not be held on the same weekend as the annual
 199 Championship game of the National Football League. The annual Summer Meeting will be held in conjunction with
 200 the GSWS in that year's host city and shall end no later than Columbus Day of any year. Special Meetings may be
 201 petitioned for by at least two (2) members of the Board of Directors or by the signatures of a majority of the
 202 members of the Council, in a form and manner provided for the Governance Committee. Said petition must
 203 include whether the meeting will be in held by physical attendance of the voting representatives or electronic

204 means and include all items of business to be discussed at the special meeting. Only those items of business listed
 205 on the petition for the special meeting shall be considered at that meeting.
 206

207 **2.061 Notice of Meetings:** Written or printed notice stating the date, time and place of each Regular Meeting or
 208 a Special Meeting to held in physical attendance of the voting representatives, with a proposed agenda and items
 209 of businesses that have been appropriately submitted in the form and manner provided by the Governance
 210 Committee, will be delivered by electronic means to each Member Association at least thirty (30) calendar days
 211 prior to the convening of said meeting. Notice shall be delivered in the same manner for a Special Meeting to be
 212 held by electronic means at least seventy-two (72) hours prior to the convening of said meeting.
 213

214 **2.07 Deadline for Submission of Items of Business:** For all regular meetings of the Council, member
 215 associations may submit items of business for consideration by the council in the form and manner provided for by
 216 the Governance Committee no later than fourteen (14) days prior to the convening of the regular meeting. Any
 217 motion, having the effect of adding an item of business for consideration not so submitted, shall require a majority
 218 of the Council members present to allow the item to be considered. Petitions to the Ethics Committee on matters
 219 of discipline are subject to other deadline rules as authorized in the policies of this organization. The Secretary
 220 shall provide notice to the member associations of these deadlines.
 221

222 **2.08 Elections:** The Council shall elect members of the Board of Directors to specific office. Elections shall be
 223 held at the Winter Meeting. Individuals active in member associations, the Council, and any active NAGAAA official
 224 shall be eligible to nominate persons for office. Nominees shall be subject to background check. The Board of
 225 Directors shall create a policy governing the nominations and background check requirements and communicate
 226 said policy to the Council, which shall include the following provisions: 1) Nominations may be submitted beginning
 227 at the adjournment of the Summer Meeting and shall end no earlier than 11:59pm (PST) of the forty-fifth (45)
 228 calendar days prior to the convening of the following Winter Meeting.; 2) Persons nominated shall have fifteen
 229 (15) calendar days, after the close of nominations, to accept or decline the nomination.

230 a. Election of Directors: The Council shall elect the directors of this organization. Each nominee will be given
 231 the opportunity to address the Council prior to the first ballot. Votes will be conducted by secret ballot
 232 unless a nominee is unopposed for election at which time a motion for a unanimous ballot shall be in
 233 order. A majority of the votes cast, including abstentions, is required for election. If no nominee receives a
 234 majority on the first ballot, the nominee receiving the least votes shall be removed and a second ballot
 235 conducted in the same manner as the first. Ballots will continue to be conducted in the same manner as
 236 the first until such time as a nominee receives a majority of the votes cast. In the event of a tie on any
 237 ballot, the nominees engaged in the tie shall remain on the following ballot. In the event where two (2)
 238 successive ballots have been cast on which there were only two (2) nominees and neither nominee has
 239 received a majority of the votes cast, including abstentions, the third ballot cast in this manner shall be
 240 the final ballot cast where only a plurality of votes for a nominee is required to be elected, except no
 241 nominee shall be elected on any ballot cast in this manner which resulted in a tie. Any ballot recording a
 242 tie shall require a following ballot until a plurality is reached.
 243

244 **2.09 Appeals of Fines & Penalties:** The Council will hear all appeals of fines assessed, except protest fines, or
 245 penalties assigned at the next semi-annual meeting after which the fine is incurred. Appeals shall be referred to
 246 the Ethics Committee which shall have jurisdiction to preside over the appeal. Appeals will not be matters of
 247 business before the council at said meeting, unless an appeal is filed by the fined or penalized entity, in the form
 248 and manner provided for by the Ethics Committee.
 249

250 CHAPTER 3 - COMMITTEES

251
 252 **3.01 Committees:** The following committees are created which the Board of Directors shall engage to assist in
 253 the execution and management of this organization. The objectives, structure, reporting, and priorities of these
 254 committees shall be approved by the Board of Directors.

- 255 a. Governance
- 256 b. Ethics
- 257 c. Athletics

258

259 **3.011 Finance & Audit Committee:** The Finance & Audit Committee is a permanent committee which shall be
 260 constituted of four members with accounting and financial experience appointed by the Commissioner. The
 261 committee shall meet three times in a calendar year – at the Winter and Summer Council meetings and at a fall
 262 meeting of the committee’s choosing. The committee is charged with budget management and development in
 263 conjunction with the Board of Directors and any other duties as assigned by the Board of Directors.

264

265 **3.02 Other Committees:** The Board of Directors may create or dissolve a committee by majority vote. Creation
 266 of the committee shall specify the objective of the committee.

267

268 **3.03 Appointments:** The Commissioner will appoint one (1) member of each committee as its chairperson and
 269 one (1) member as the vice-chair of the committee. The Commissioner shall appoint the chair and vice-chair at the
 270 vacancy of each of those offices and those appointees shall serve until such time as the appointee resigns or is
 271 removed by the Commissioner. The chairperson shall be responsible for the operation of the committee.
 272 Appointed membership on committees, excluding the chair & vice-chair, shall be appointed for a term
 273 commencing of the annual Winter Meeting until the commencement of the next annual Winter Meeting. Members
 274 of the committee shall be those voting representatives of the council or alternates who attend a meeting of the
 275 committee or members appointed by the Commissioner. No member association is granted more than one (1)
 276 vote in any committee or taskforce.

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278 **3.04 Meetings & Quorum:** Committee meetings not held in conjunction with regular or special meetings of the
 279 Council shall be noticed by the chair to the members at least 24 hours prior to the meeting’s convening. Notice of
 280 Committee meetings held in conjunction with a regular or special council meeting is satisfied by the presentation
 281 of a proposed agenda indicating such. A quorum of a committee is always present in a meeting called in
 282 accordance with these bylaws. Committee meetings may be held by electronic or telephonic means.

283

284 **3.05 Referral to Committee:** The Commissioner shall refer all items of business to the appropriate committee.
 285 Any item of business for which a committee recommends approval, and which obligates a fiscal expenditure by
 286 this organization shall be referred to the Finance & Audit Committee before any action of the council on that
 287 recommendation.

288

289 **3.06 Status of Committee Reports:** On any item of business referred to a committee which requires approval
 290 of the Council to be enacted, the committee of referral may recommend any legal motion of action on that item.
 291 The recommendations, if any, of any committee to which the item was referred shall be reported to the Council for
 292 its consideration. The recommendation, if any, in the report of the last committee to which the item was referred
 293 shall be the pending main motion before the Council during consideration of the committee report.

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CHAPTER 4 - BOARD OF DIRECTORS

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297 **4.01 Authority:** The Board of Directors shall be the administrative & management body of the organization,
 298 subject to the policy direction of the Council.

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300 **4.02 Composition & Terms of Office:** The Board of Directors shall consist of a Commissioner, Secretary,
 301 Treasurer, Business Development Director, Director of Competition, Athletic Director, and Operations Director.
 302 Directors shall serve two (2)-year terms. Each Director shall serve until his or her successor has been qualified and
 303 elected, unless such Director shall sooner be removed from office. The Commissioner, Treasurer, and Athletic
 304 Director positions shall be elected in odd numbered years. The Secretary, Director of Competition, Operations
 305 Director, and Business Development Director positions shall be elected in even numbered years.

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4.03 Removal & Vacancies: A Director may be removed from office by a two-thirds (2/3) Council vote for illegal conduct, failure to perform the duties of office, or violation of the expectations of a member. Actions for removal shall be in the jurisdiction of the Ethics Committee and shall conform to a process provided for by the Ethics Committee. For a vacancy in any office, other than that of Commissioner, the vacancy shall be filled by nomination and election by the remaining Board of Directors for the balance of the term. For a vacancy in the office of Commissioner, the vacancy shall be filled within 30 days by nomination and election by the remaining Board of Directors, from among the current Directors who have been duly elected to office, for the balance of the term of the Commissioner. In event of a tie on any ballot, should more than two (2) nominees exist, the nominee with lowest votes cast, excluding ties, on that ballot shall be removed from future ballots and the remaining directors shall vote again on a successive ballot and repeat this process on successive ballots until such time as nominee is elected by a majority of the remaining directors. Vacancies, in offices other than the Commissioner, shall be filled as soon as practicable and the Board of Directors may not number less than three (3) officers at any time. A vacancy in any office shall be reported to the Council forthwith.

4.04 Director's Duties: Unless expressly provided for in these bylaws, the duties of Office for each individual Director shall be determined by the Board of Directors and listed in the policies of this organization.

- a. Commissioner: The Commissioner shall oversee all operations of the NAGAAA Board and the organization, including implementation of policies and procedures, enforcement of rules, administration of priorities and initiatives. The Commissioner shall preside over meetings of the Council and propose the agenda and schedule of meetings. The Commissioner will appoint all tournament personnel, chairs of committees, taskforces, and any other special groups. The Commissioner shall perform any other duties or functions as assigned by the Board of Directors.
- b. Secretary – The Secretary shall maintain, update, and record all official governance documents of the organization. The Secretary shall maintain and execute official communication with the Member Associations, Council voting representatives, Committees, and Board of Directors. The Secretary shall perform any other duties or functions as assigned by the Commissioner or the Board of Directors.
- c. Treasurer – The Treasurer shall oversee management and reporting of the organization's finances and compliance with applicable regulations. The Treasurer shall perform any other duties or functions as assigned by the Commissioner or the Board of Directors.
- d. Business Development Director: The Business Development Director shall oversee the marketing, sponsorship, and public relations efforts of this organization. The Business Development Director shall perform any other duties or functions as assigned by the Commissioner or the Board of Directors.
- e. Director of Competition: The Director of Competition shall have the responsibility for the development and implementation of the policies on and surrounding fair play, rules of the game, ratings, player eligibility and accountability, protests, member association softball operations, and shall perform any other duties or functions as assigned by the Commissioner or the Board of Directors.
- f. Athletics Director: The Athletic Director shall have responsibility for the planning, preparation, and operation of NAGAAA sanctioned tournaments and shall perform any other duties or functions as assigned by the Commissioner or the Board of Directors.
- g. Operations Director: The Operations Director shall have responsibility for the administrative and logistical management of the NAGAAA corporate body and shall perform any other duties or functions as assigned by the Commissioner or the Board of Directors.

CHAPTER 5 - FINANCIAL MANAGEMENT

5.01 Fiscal Year & Budget: The fiscal year begins on the first day of January and ends on the last day of December of the same calendar year. The Treasurer shall prepare, in consultation with the Commissioner, and present a proposed annual operating budget at each Winter Meeting. The proposed budget shall be referred to the Finance & Audit Committee which shall provide a recommendation to the Council. The budget shall be

357 considered by and may be adopted by the Council. In the course of the fiscal year, the Board of Directors is
358 authorized to adjust appropriations of this organization consistent with the policy direction of the Council.
359

360 **5.02 Budget Provisions:** The proposed and adopted budget shall provide estimated revenue amounts,
361 appropriation amounts, including appropriations sufficient to fund salaries, per diems, expenses, and
362 compensation as determined by the Board of Directors in the Master Compensation schedule. The budget shall
363 establish and maintain a segregated budget stabilization fund of not less than \$80,000. The budget stabilization
364 funds shall only be encumbered with the adoption of resolution authorizing such by a two-thirds (2/3) vote of the
365 Council. Fifty percent (50%) of all net positive income, once all budget items have been accounted for, shall be
366 appropriated to the budget stabilization fund until the fund reaches a balance of \$125,000, at which point only ten
367 percent (10%) shall be appropriated each year.
368

369 **5.03 Compensation & Payments:** The Board of Directors shall set the compensation of all staff and volunteers
370 serving in roles and positions designated for compensated status and list those compensation amounts in the
371 Master Compensation Schedule. The Board of Directors shall set the monetary amount of all fines, penalties, and
372 fees, and corresponding due dates, unless otherwise expressly specified in these bylaws, and list those amounts
373 along with the dues of this organization and relevant association reporting deadlines in the Master Dues, Fines &
374 Fees Schedule. Member Associations shall submit all dues, fines, fees, and other payments in their national
375 currency which shall be accepted at a 1:1 exchange rate.
376

377 **CHAPTER 6 – POLICIES OF THIS ORGANIZATION**

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379 **6.01 Policies:** The Council, the Board of Directors, and/or any subordinate body (e.g.: committees, etc.) of this
380 organization may create policies and procedures not in conflict with these bylaws and/or policies created by the
381 Council which shall be in the form and manner provided for by the Governance Committee. Any policy created
382 shall contain and provide for the manner of amendments. Policies are the jurisdiction of the body authorizing them
383 unless stated otherwise. Policies of this organization shall be organized in chapter 10 or higher of the governing
384 documents and are subordinate to the bylaws.
385

386 **CHAPTER 7 - BYLAW AMENDMENTS**

387

388 **7.01 Amendments:** These Bylaws may be amended by a two-thirds (2/3) vote of the Council at any regular
389 meeting or special meeting called for that purpose. Amendments shall be submitted in writing in the form and
390 manner provided for by the Governance Committee. Amendments shall become effective immediately upon
391 adoption unless a different effective date is adopted concurrently with the amendment.
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VOLUME 3 - POLICIES

CHAPTER 10 – RULES OF THE GAME

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397 **10.01 Jurisdiction:** This chapter shall be the jurisdiction of the Council and amended by majority at any council
398 meeting, except that any amendment adopted at summer meeting of the Council must achieve a ninety percent
399 (90%) vote to be effective at the Gay Softball World Series immediately following that meeting.
400

401 **10.02 USA Softball (ASA) & NAGAAA Rules:** This organization, in all its official events, shall adopt and conform
402 to the USA Softball (ASA) Rules of Softball for Men's Slow-Pitch, latest edition, unless explicitly stated in this
403 chapter or elsewhere in this organization's policy documents. No exception or modification to an USA Softball
404 (ASA) rule may be approved except by the Council. All games shall be conducted in accordance with the governing
405 manual of this organization.
406

407 **10.03 Exceptions:** The following rules are exceptions to the USA Softball (ASA) rules and shall apply as rules for
408 any NAGAAA event.

- 409 a. Any person, of any gender identity, may compete on any team.
- 410 b. No metal cleats shall be worn by any player, manager, coach, or umpire.
- 411 c. No base stealing will be allowed in any division.
- 412 d. Safety bases will be used on all fields when possible. If safety bases cannot be used on one (1) or more of
413 the total fields scheduled for use, no safety bases will be utilized unless required by field ownership
414 and/or management.
- 415 e. Official field dimensions for NAGAAA events utilize a 300' outfield fence and 70' base path.
- 416 f. All batters will begin with a one (1) ball and one (1) strike count. One (1) courtesy foul shall be awarded
417 after the second strike.
- 418 g. The official NAGAAA pitch height shall be 6' to 12'.
- 419 h. Electronic scorekeeping is deemed an acceptable scorebook format.
- 420 i. Masters Division teams will not observe a second home plate or commitment line.
- 421 j. The following are the divisional limits for out of the park home runs: A-4, B-2, C-1, D-0, E-0, Masters-C
422 Division – 1, Masters-D Division – 0. Once a team has reached their maximum of out of the park home
423 runs, any additional out-of- the-park homerun will be considered an inning-ending out in all divisions.
- 424 k. In all divisions, no new inning may begin after 55 minutes in pool play and 60 minutes in double
425 elimination with the exception of Championship games. The team ahead in the score shall be declared the
426 winner and the game shall be declared completed after such innings. The start of game time is defined as
427 the scheduled game time; or in games beginning earlier than scheduled, the time agreed to by both
428 managers and umpire(s); or in games beginning later than scheduled, immediately once both scheduled
429 teams have occupied the field. In all games, the umpire assigned to officiate the game has to announce
430 that time has begun.
- 431 l. The International Tiebreaker rule shall apply in double-elimination time-restricted games if the score is
432 tied after seven (7) innings or 60 minutes. At the beginning of each half inning, the batting team shall
433 begin its turn at bat with the player who is scheduled to bat last in that respective half-inning being placed
434 on second base. A substitute may be inserted for the runner following regular substitution rules.
- 435 m. Uniforms are required. Players competing in NAGAAA events must play in like-colored shirts or jerseys.
- 436 n. At no time is smoking on the field or the dugout allowed by any players, coaches or managers.
- 437 o. A team may bat up to twelve (12) players.
- 438 p. In both the Masters-C and Masters-D Divisions, a team may utilize up to two (2) courtesy runners per
439 inning subject to all other USA Softball rules on courtesy runners.
440

441 **10.04 Bat Rules:** NAGAAA will provide all bats to be used during its tournaments for all divisions, provided the
442 supply of bats is budget neutral. The same bats will be provided to both teams to use during competition and must
443 meet current USA Softball (ASA) bat rules. The Athletic Director will determine the specific bat models to be used

444 and announced no later than January 15 of the year in which they are to be used. No team member may use any
 445 other bat than those provided by NAGAAA anywhere on the playing field, inclusive of the dugout. A team member
 446 shall be ejected from the current game if a violation of this rule occurs during game play, or for the next game for
 447 that team if the violation happens outside the game if either of the following are true:

- 448 a. That team member transports or takes an approved bat to any area of the field that is not the immediate
 449 area surrounding the batter's box or warm-up circle for the on-deck batter as determined by the umpire.
- 450 b. That team member uses a non-approved bat on the playing field, inclusive of the dugouts, at any time the
 451 approved bats are on the field.

452 Any ejection under this section is subject to further consequences under 10.07.

453

454 **10.05 Acts of Disqualification:** The following is a list of acts any one of which may be justification for the ejection,
 455 suspension or termination of any individual, team, team member, or member association by the Open Division:

- 456 a. Unsportsmanlike conduct.
- 457 b. Abusive behavior toward an umpire, tournament official or participant of the current event immediately
 458 preceding, during, or after a game. Any expense that is incurred by NAGAAA to ensure the safety of the
 459 NAGAAA participants will be paid by the offending member association or person or persons.
- 460 c. Commission of fraud such as playing under an assumed name, falsifying an affidavit or roster, or giving
 461 false information to tournament officials.
- 462 d. Player/Team accepting a cash prize in a softball/baseball tournament.
- 463 e. Receiving money or financial benefits in consideration of participating in softball or baseball competition.
- 464 f. Participating while knowing they do not meet the eligibility requirements of the Open Division.
- 465 g. Knowingly competing with players that are disqualified from Open Division play.
- 466 h. Accepting money (directly or indirectly) by capitalizing on athletic ability, athletic performance, or fame in
 467 softball or baseball, such as allowing the use of the player's name to advertise, recommend, or promote
 468 the sale of softball or baseball sporting goods or by accepting compensation for using such goods.
- 469 i. Using any bat not approved by this organization or using an approved bat in violation of rules established
 470 by this organization.

471

472 **10.06 Non-Registered Players:** Any person entering the tournament as a player shall register following the
 473 established process for registration before entering any game as an active player. The Athletic Director, shall, upon
 474 confirmation that a player entered a game as an active player without that player having completed the official
 475 tournament registration process, eject that player from that game and disqualify that player for the remainder of
 476 the tournament. The team which rosters a player ejected and disqualified under this rule, shall be recorded a
 477 forfeit loss in any game in which that player participated. An active player means a player who participated in the
 478 game in an offensive or defensive role including as a courtesy runner. A player listed as a substitute on a line-up
 479 card but who does not enter the game is not governed by this rule.

- 480 a. No team eliminated from the double elimination tournament shall be reinstated to the bracket, except
 481 when that team is granted a forfeit win by this section and no intervening game in the bracket affecting
 482 that team has been played between the game in which the team was eliminated and the game in which
 483 the team with an unregistered player is recorded a forfeit loss.

484

485 **10.07 Ejections from Game:** During NAGAAA play, any time a player, coach or manager strikes another player,
 486 coach or manager, said player, coach or manager shall be ejected from the game and shall not be allowed to sit on
 487 the player's bench.

- 488 a. If a player is ejected from a game, the ejecting umpire will record the player's name, team name / city and
 489 the reason for the ejection. They must provide this information to a NAGAAA official immediately who
 490 must ensure the Athletic Director obtains this information whom shall rule on the length of ineligibility
 491 arising from the ejection.

492

493 **10.08 Ejections at Any Time:** Any individual ejected from a game or any individual who engages in conduct
 494 defined as act of disqualification during the time of the tournament inclusive of all tournament related events, and

495 is identified and recommended for disqualification by a member of the Board of Directors, the Umpire-in-Charge,
 496 or Assistant Umpire(s)-in-Charge shall be subject to a disciplinary hearing.

- 497 a. If the ejection or recommendation for disqualification occurs before the time that protest committees are
 498 available at the field complex(s) then the Competition Director shall convene a panel of 3 directors,
 499 exclusive of the Commissioner, to hear the case and make a ruling subject to (c.)
- 500 b. If the ejection or recommendation for disqualification occurs while a protest committee is available to
 501 convene, the committee shall convene, hear the case, and make a recommendation to the Athletic
 502 Director, subject to (c.)
- 503 c. Any recommendation for sanctions under this section shall be limited only to the tournament, inclusive of
 504 all tournament related events, and may include any sanction up to complete disqualification from that
 505 tournament.

506 **CHAPTER 20 – MEMBER ASSOCIATION RESPONSIBILITIES & PLAYER ELIGIBILITY**

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 508
 509 **20.01 Jurisdiction:** This chapter shall be the jurisdiction of the Council and amended by majority at any council
 510 meeting, except that any amendment adopted at summer meeting of the Council must achieve a ninety percent
 511 (90%) vote to be effective at the Gay Softball World Series immediately following that meeting.

512
 513 **20.02 Definitions:** The following definitions apply in this chapter and in common usage throughout the
 514 Governing Manual:

- 515 a. Additional Player -- a player added to a team's regular season roster for purposes of tournament play. The
 516 player must be from the regular season roster of another team within the same member association.
- 517 b. Metropolitan Area: In the United States, a metropolitan area is defined as the US Census Combined
 518 Statistical Area (CSA), or Metropolitan Statistical Area (MSA) when not located in a CSA, in which the
 519 member association is predominantly located. In Canada, a metropolitan area is defined by the Statistics
 520 Canada Census Metropolitan Area (CMA) in which the member association is predominantly located.
- 521 c. Non-LGBT – a person who does not self-identify as Lesbian, Gay, Bisexual, or Transgender.
- 522 d. Non-qualifying Association – A member association in which a player does not maintain eligibility to
 523 qualify and participate for a calendar year's GSWS despite having played part or all of a qualifying season
 524 in that association.
- 525 e. Player ID – The unique identifying number assigned to an individual player in the NAGAAA database.
- 526 f. Qualifying Association – The member association through which a player maintains eligibility to qualify
 527 and participate in a calendar year's GSWS by that association bearing responsibility for the player's rating,
 528 eligibility standards, and compliance with the NAGAAA database standards.
- 529 g. Qualifying Season – The playing season of each member association in which a player and teams qualify
 530 for the GSWS and in which the player is evaluated and rated by the Association.
- 531 h. Sanctioned NAGAAA Tournament – a tournament sanctioned by NAGAAA, currently only the Gay Softball
 532 World Series and the NAGAAA Cup.

533 **SECTION 1 – MEMBER ASSOCIATION & PLAYER REGISTRATION RESPONSIBILITIES**

534
 535
 536 **20.10 Registration Declarations:** At the first registration for a season in a calendar year in which a player
 537 registers in any association, the player must declare which NAGAAA member association is that player's qualifying
 538 association and any other association that player has, will, or may play in all or part of a qualifying season in that
 539 calendar year. A player who only registers and declares in one (1) association shall consider that association that
 540 player's qualifying association. At any subsequent registration in that calendar year, the player shall declare to the
 541 association in which the player is registering, that player's qualifying association and any other association that
 542 player has, will, or may play all or part of a qualifying season. The player shall make declaration to NAGAAA
 543 through their qualifying association of any association(s) played in.

544

545 **20.11 Association Registration Duties:** Any association, registering a player as a non-qualifying association, shall
546 immediately inform, in writing via electronic mail, that player's qualifying association of the player's registration.
547 As applicable, the qualifying association, upon receiving the registration of a player declaring the association that
548 player's qualifying association or receiving the notice of the player's declaration shall request, in writing via
549 electronic mail, a transfer of the player in the NAGAAA database to their association for control of the player's
550 rating and eligibility. Any association which is declared as the qualifying association of a player, and that player fails
551 to register in that association, the association shall immediately transfer the player to one (1) of the players
552 declared non-qualifying associations as chosen by the player which shall become the player's qualifying
553 association.

554

555 **20.12 Transfer Timeline & Penalties:** Any and all associations, which receive a valid request for transfer of a
556 player in the NAGAAA database, shall perform the transfer as soon as practicable and without delay, but not later
557 than 30 days after the transfer request has been made or July 10th, whichever comes first, so as not to hinder the
558 duty of the qualifying association. All associations are expected to maintain open and timely communication
559 between associations to foster correct and accurate registration and declarations of players. Any association
560 violating the provisions in this chapter shall be required to attend the next available Registration & Database
561 Workshop after the violation has been noted by the Director of Competition and shall also be subject to penalties
562 outlined in these policies.

563

564 **20.13 Regular Season Roster:** The roster submitted by Member Associations that serves three purposes:

565 1. To account for each player whose primary team is in the Member Association

566 2. To identify each player's primary team

567 3. To determine each Member Association's berth allotments for the GSWS

568

569 A Regular Season Roster must have at least ten (10) players on the roster and may have a maximum of three (3)
570 non-LGBT players. No player may be listed on more than one (1) Roster submitted to NAGAAA for a GSWS. A
571 Regular Season Roster team may not be comprised of more than twenty (20) players. Managers and/or coaches
572 who are not eligible to play or who do not play as a player do not count towards this requirement. Each Regular
573 Season roster may name two (2) non-playing members in addition to the maximum of twenty (20) players. The
574 Board of Directors shall determine the manner and form for submission of the rosters, deadline for submission of
575 the rosters, and any sanctions for errors, omissions, and/or changes.

576

577 **20.14 Standard Roster:** The GSWS / NAGAAA Cup roster submitted by Member Associations that consists of
578 players from a Regular Season Roster and a **maximum of four (4) pickup players**, all from the **same member**
579 **association.**

580

581 A Standard Season Roster must have at least ten (10) players on the roster, and may have a maximum of three (3)
582 non-LGBT players. No player may be listed on more than one (1) Roster submitted to NAGAAA for a GSWS. A
583 Standard Season Roster team may not be comprised of more than twenty (20) players. Managers and/or coaches
584 who are not eligible to play or who do not play as a player do not count towards this requirement. Each Standard
585 Season roster may name two (2) non-playing members in addition to the maximum of twenty (20) players. The
586 Board of Directors shall determine the manner and form for submission of the rosters, deadline for submission of
587 the rosters, and any sanctions for errors, omissions, and/or changes.

588

589 **20.15 RESERVED FOR FUTURE REFERENCE**

590

591 **20.16 Extended Association Roster:** The GSWS / NAGAAA Cup roster submitted by Member Associations that
592 consists of players from a Member Association's Regular Season Roster with a **maximum of four (4) pickup players**
593 from **other** Member Associations. An Extended Association Roster must have at least ten (10) players on the roster
594 and may have a maximum of three (3) non-LGBT players. No player may be listed on more than one (1) Roster
595 submitted to NAGAAA for a GSWS. An Extended Association Roster team may not be comprised of more than

596 twenty (20) players. Managers and/or coaches who are not eligible to play or who do not play as a player do not
597 count towards this requirement. Each Extended Association Season roster may name two (2) non-playing members
598 in addition to the maximum of twenty (20) players. The Board of Directors shall determine the manner and form
599 for submission of the rosters, deadline for submission of the rosters, and any sanctions for errors, omissions,
600 and/or changes.

601

602 **20.17 All NAGAAA Roster:** The GSWS / NAGAAA Cup roster submitted by Member Associations that consists of
603 players from Regular Season Rosters of **multiple** Member Associations. An All NAGAAA Roster must have at least
604 ten (10) players on the roster and may have a maximum of three (3) non-LGBT players. No player may be listed on
605 more than one (1) Roster submitted to NAGAAA for a GSWS. An All NAGAAA Roster team may not be comprised of
606 more than twenty (20) players. Managers and/or coaches who are not eligible to play or who do not play as a
607 player do not count towards this requirement. Each All NAGAAA roster may name two (2) non-playing members in
608 addition to the maximum of twenty (20) players. The Board of Directors shall determine the manner and form for
609 submission of the rosters, deadline for submission of the rosters, and any sanctions for errors, omissions, and/or
610 changes.

611

612 **20.18 Masters Division Open Roster Tournament Teams:** Any Masters Division team shall be considered an
613 Open Roster Tournament team and must adhere to either the C or D divisional guidelines. A Masters Division open
614 roster team must have at least ten (10) players on the roster, and the roster may have a maximum of three (3)
615 non-LGBT players. No player may be listed on more than one (1) NAGAAA Tournament or Open Roster
616 Tournament team for that GSWS. A Masters Division Open Roster Tournament team may not be comprised of
617 more than twenty (20) players, except that managers and/or coaches who are not eligible to play or who do not
618 play as a player do not count towards this requirement.

619

620 Each roster may name two (2) non-playing members in addition to the maximum of twenty (20) players. Rostered
621 non-players are permitted on the field of play, including the dugout areas.

622

623 A Member Association may submit an unlimited number of All NAGAAA Rosters to participate in the Masters
624 Divisions of the GSWS.

625

626 Any players on a Masters Division Open Roster tournament team need not have qualified for the GSWS in the
627 same member association that is rostering the team. Any player on these rosters must have met player eligibility
628 standards in their qualifying NAGAAA member association. The Board of Directors shall determine the manner and
629 form for submission of the rosters, deadline for submission of the roster, and any sanctions for errors, omissions,
630 and/or changes

631

632 **20.19 Adding Players to A GSWS Roster from Other Associations:** A Member Association may submit up to one
633 Extended Association Roster if the Member Association is sending only one team to the GSWS across all Divisions.

634

635 This team shall be subject to the Open Roster Tournament Team rules, except that the member association may
636 add up to four (4) players from any other member association, provided that all players on the team have met the
637 player eligibility standards in their qualifying NAGAAA member association. This rule is the sole manner in which a
638 member association may add a player whom qualified in another member association to their GSWS roster. This
639 section does not apply to or restrict any Masters Division team from adding players from other member
640 associations to their GSWS roster, subject to the rules governing the Masters Division Open Roster Tournament
641 teams.

642

643 **20.20 Preferred Supporters:** Each association may name two (2) non-playing members per the number of teams
644 that the association is sending to the current year's GSWS. These supporters will not be added to rosters but are
645 entitled to the same benefits that apply to players or non-players on a roster at the GSWS. Preferred Supporters
646 are NOT permitted on the field of play, including the dugout areas. The Board of Directors shall determine the

647 manner and form for submission of the preferred supporters, deadline for submission of all association preferred
 648 supporters, and any sanctions for errors, omissions, and/or changes pertaining to preferred employers.
 649

650 SECTION 2 - RATINGS & DIVISIONAL GUIDELINES

651

652 **20.21 Individual Player Ratings:** Each member association shall rate every player, who has declared that
 653 association as the player's qualifying association, on each of its teams using the Player Rating Guidelines and
 654 report these ratings along with regular season roster in the form and manner as determined by the Board of
 655 Directors. Only a player's qualifying association shall rate that player for the purposes of the NAGAAA database,
 656 and the qualifying association shall be responsible to ensure that the player exists only once in the database with a
 657 single Player ID attributed to the player. The qualifying association bears all responsibility for the accuracy of all
 658 data attributed and attached to the player. A qualifying association, upon discovering a duplicate player entry,
 659 shall notify the Director of Competition to have the duplications merged into one (1) player identity. In the case of
 660 a player who plays in multiple associations, the player shall be listed on a team's regular season roster in the non-
 661 qualifying association, but the non-qualifying association shall not recreate the player with a separate Player ID nor
 662 alter the rating assigned that player by the qualifying association or any data entered by any other association.
 663

664 **20.22 Team Ratings:** A team rating is defined as the sum of the highest ten (10) individual player ratings
 665 rostered on that team.
 666

667 **20.23 Divisional Guidelines:** Teams may compete in the following divisions based on their Player and Team
 668 Ratings.

- 669 a. A division – There is no maximum team or individual player rating for the A division. No team rated lower
 670 than 170 is allowed to play in the A division, except any B team granted eligibility in or required to move
 671 to A Division under the no-repeat rule of this organization shall be exempt from this minimum rating
 672 requirement.
- 673 b. B division - All teams rated 180 or lower; no players rated over 20 are allowed on a B division team.
- 674 c. C division - All teams rated 140 or lower; no players rated over 15 are allowed on a C division team.
- 675 d. D division - All teams rated 110 or lower; no players rated over 12 are allowed on a D division team.
- 676 e. E division – All teams rated 75 or lower; no players rated over 8 are allowed on an E division team
 677

678 **20.24 Amendments Affecting Divisional Guidelines:** Prior to adoption of any amendment to alter the divisional
 679 guidelines, the Director of Competition shall report to the council the number of players that will be displaced by
 680 the proposed change and the number of member associations that shall be impacted by the proposed change. No
 681 amendment is in order until such report is received.
 682

683 **20.25 Threshold for Amendments:** Any amendment to divisional guidelines requires a two-thirds (2/3) vote of
 684 the Council for adoption and is effective in the calendar year following the year the amendment was adopted,
 685 except that an amendment to divisional guidelines adopted at a winter meeting of the Council requires a ninety
 686 percent (90%) vote to be effective at a sanctioned NAGAAA Tournament in the same calendar year as the winter
 687 meeting.
 688

689 **20.26 Ratings Workshop:** All new member associations and first-time voting representatives of any member
 690 association are required to attend the ratings workshop held at their first regular meeting.
 691

692 SECTION 3 - ATHLETIC PARTICIPATION & ELIGIBILITY

693

694 **20.30 Professional players:** Professional softball or baseball players are ineligible to qualify for any Association
 695 while pursuing their profession.
 696

- 697 **20.31 Player age:** Players must be at least eighteen (18) years of age prior to roster submission deadline of the
698 NAGAAA tournament in which they are registered. Masters Division players must be at least 50 years of age at any
699 time in the calendar year of the NAGAAA tournament.
700
- 701 **20.32 Participation:** A player must participate in a minimum of fifty percent (50%) of their team’s regular season
702 games; except for Masters Division, for which the minimum requirement is five (5) games. Participation is defined
703 as a player included on their team’s game lineup card and present in or within close vicinity of their team bench or
704 dugout.
- 705 a. Players on a tournament roster of a NAGAAA Cup team in “A” or “B” Division may include their
706 participation in the NAGAAA Cup under rule 20.33(b) to meet the fifty percent (50%) participation
707 requirement.
708
- 709 **20.33 Requirements for Teams:** No team may be considered a regular season roster team nor be eligible
710 for a NAGAAA event unless the team completes at least ten (10) regular-season games against other teams
711 within the member association. This preceding requirement may be waived by the Board of Directors in
712 extraordinary circumstances. The games must be conducted according to the rules of USA Softball (ASA) or a
713 similar sanctioning body.
- 714 a. An “A” or “B” Division team may meet its ten (10) game requirement by playing scheduled games
715 against teams from other Associations, except for games played in any tournament.
- 716 b. Notwithstanding any other rule, any team competing at the NAGAAA Cup in a “A” or “B” Division shall be
717 credited four (4) games towards this ten (10) game requirement.
718
- 719 **20.34 Ratings Changes Affecting Players:** Should a player’s rating change during the member association’s
720 NAGAAA qualifying season and the rating change force the player to move to a new division or a different team,
721 the games played on either team or in either division in the same member association qualify towards the
722 participation requirement.
723
- 724 **20.35 Ineligible Players for the E Division:** Any player who receives a “YES” answer to Question 3 of the Player
725 Ratings Guidelines is not eligible to be rostered on a team in or compete with a team in the E Division.

CHAPTER 25 – PLAYER RATING GUIDELINES

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25.01 Jurisdiction: This chapter shall be the jurisdiction of the Council and amended at any meeting. Any amendment to this chapter requires a two-thirds (2/3) vote of the Council for adoption and is effective in the calendar year following the year the amendment was adopted, except that an amendment adopted at a winter meeting of the Council requires a ninety percent (90%) vote to be effective at a sanctioned NAGAAA Tournament in the same calendar year as the winter meeting.

SECTION 1 – DEFINITIONS

25.10 Definitions: The following definitions apply to this chapter:

- a. **At-bat** – An at-bat is charged to a player following every plate appearance except when: 1) the player hits a sacrifice fly that scores a runner, 2) the player is awarded a base on balls, or 3) the third out occurs and the batter is not entitled to run to first base. Exception #3 shall not be considered if the batter is out due to a strike being a foul ball which ends the at-bat. In the event of any discrepancy between this definition and the official scoring rules of the USA Softball (ASA) and definition contained therein, the latest version of the USA Softball (ASA) rules shall control.
- b. **Base Safely Reached on Error** – A batter shall be credited with a base safely reached on error on the part of a defensive player(s) who is charged with an error by the scorekeeper.
- c. **Behind the player (for fly balls)** – The area on the field starting directly to the right of the player, proceeding in a 180-degree arc behind the player and ending directly to the left of the player.
- d. **Cleanly fielding the ball** – The player receives and controls the ball immediately while over his/her center of gravity (i.e. not on their knees, on the ground or off-balance) and does not cause any delay in making the next play (e.g., tags the runner, steps on the base, throws the ball to the appropriate place on the field).
- e. **Deliver multiple pitch techniques with accuracy** – The ability to use arc, spin, location and movement of the ball to deliver various pitches (e.g. curve, change up, cutter / reverse curve, knuckle ball) that are called strikes or cause the batter to swing.
- f. **Directly at the Player** – A ball hit at a player that does not require the player to move his/her feet, although it may cause the player to reach in any direction to make the play.
- g. **Fly Ball** - Any batted ball that is in the air for more than three (3) seconds but less than five (5) seconds
- h. **Ground Ball** – Ball hit with a downward trajectory that makes contact with the ground in front of the player when hit directly at a player or in front of the bases when hit between players.
- i. **Hard Hit Ball / High Velocity** – a ball hit greater than 250 feet in the air or a ground ball that would roll to a distance greater than 250 feet, if not impeded
- j. **High Fly Ball** – Any batted ball that is in the air for five (5) seconds or more.
- k. **Hit** – A batted ball that allows the batter to reach base safely: 1) on a fair ball which settles on the ground, clears the fence, or strikes the fence before being touched by a fielder, 2) on a fair ball which is hit with such force or such slowness or which takes an unnatural bounce that it is impossible to field with ordinary effort in time to make an out, 3) when a fair ball which has not been touched by a fielder becomes dead because of touching the person or clothing of an umpire, or 4) when a fielder unsuccessfully attempts to retire a previous runner and in the scorer’s judgement, the batter-runner would not have been retired at first base by perfect fielding. A hit shall not be scored: 1) when a runner is forced out on a batted ball or would have been forced out except for a fielding error, 2) when a player fielding a batted ball retires a preceding runner with ordinary effort, 3) when a fielder fails in an attempt to retire a preceding runner, and in the scorer’s judgement, the batter-runner could have been retired at first base, or 4) when a batter reaches first base safely as a result of a preceding runner being called out for interfering with a batted or thrown ball, or with a defensive player. In the event of any discrepancy between this definition and the official scoring rules of the USA Softball (ASA) and the definition contained therein, the latest version of the USA Softball (ASA) rules shall control.

- 776 l. In the Hole – A ball hit that requires a player to take 4-5 steps (12-foot or greater) in order to make the
777 play.
- 778 m. Intentionally – See “on purpose”
- 779 n. Intentionally Place Hit a Ball – The batter executes getting on base and/or moving base runners for an
780 advantage by hitting the ball to a specific place within their field of choice.
- 781 o. Line Drive – a ball that from the point of contact rises vertically less than 10% of the total horizontal
782 distance it travels, or in the case of a throw, a ball that from the point of release rises vertically less than
783 5% of the total horizontal distance it travels.
- 784 p. Medium Hit Ball / Medium Velocity – a ball hit 150 to 250 feet in the air or a ground ball that would roll to
785 a distance of 150-250 feet, if not impeded.
- 786 q. Modified batting average – The percentage resulting from the sum of a player’s: 1) hits and 2) bases safely
787 reached on error divided by the player’s at-bats.
- 788 r. Off center of gravity – The player fields the ball from his/her knees, off one foot, while moving the
789 opposite direction from the throw or while in the air.
- 790 s. On Purpose – with intent
- 791 t. Slow Hit Ball / Slow Velocity – a ball hit up to 150 feet or less in the air or a ground ball that would roll to a
792 distance of less than 150 feet, if not impeded.
- 793 u. Stopping the ball – The player prevents the ball from continuing beyond the player and causes it to
794 remain in the vicinity of the player. The player is not able, however, to make the next play without delay.
- 795 v. Vicinity – within a step in any direction laterally of the player receiving the throw
- 796 w. Within a few steps - A ball hit that requires a player to take 2-3 steps (9-10 feet) in order to make the play.
797

798 *(NOTE: In reference to the modified batting average, a batted ball resulting in a fielder’s choice is not included in*
799 *the definition of a hit and therefore is not included in the number of hits a player is recorded to calculate the*
800 *modified batting average. The USA Softball Rules and NAGAAA Governing Manual do not define a fielder’s choice.*
801 *A Fielder’s Choice is understood to be an outcome of a batted ball where a preceding runner was put-out (or*
802 *could have been in the judgement of the scorer) rather than the batter-runner. See lines 806-813 for these results*
803 *of a batted ball that do not constitute a hit. This note is explanatory on the definition of modified batting average*
804 *and is not considered a governing rule. Added by Board of Directors February 17, 2019)*

805 SECTION 2 – PLAYER RATING GUIDELINES

806

807

808 **25.20 Rating Guidelines:** The following are the official rating guidelines of this organization:

809 *Directions:*

- 810
- 811 1. Read the following Statement of Purpose: *This form is intended to be used as a tool to assist those*
812 *responsible for rating players so ratings may be fair and consistent across all levels of play and across*
813 *all leagues in the Open Division. All questions are intended to determine if a player possesses a skill or*
814 *skills necessary for softball.*
- 815 2. Read & understand the definitions of the various terms used in ratings in the definitions section of this
816 chapter.
- 817 3. Answer YES or NO for each question.
- 818 4. Many questions have multiple parts. A YES to ANY one part is a YES to the question.
- 819 5. Questions: All questions will begin with the phrase: DOES THE PLAYER HAVE THE ABILITY TO...

DIRECTIONS: Review each of the following questions for every player. Does the player have the ability to perform the listed skill 60% of the time (unless otherwise identified)? If so, the player receives a YES for the question. A YES to any part of a question is a YES to that question.

HITTING	Question 1	Question 2	Question 3	Question 4	Question 5	
	Hits a fair ball with low velocity.	Hits a fair ball with medium velocity.	Hits a fair ball with high velocity.	Hit a fly ball >300 ft OR hit a fly ball >300 ft over a fence. (20% threshold)	Intentionally place hit a ball. (40% threshold starting 01/01/21)	NOTE: Any player who demonstrates the ability to hit a high velocity ball 20% of the time cannot compete in the E Division. Starting 01/01/21 you cannot play D or E if you answer Y to question 4
Modified Batting Average	<i>Batting against</i>	Question 6	Question 7	Question 8	Question 9	NOTE: The following questions are linked: 1-4; 6-9; 10-12; 13-14; 15-22; 23-28. A YES to the highest question in a linked set earns the player all those questions. I.e. A player with YES on Q21, will also be given Q 15-20.
	E Division	≥ .800	≥ .850	≥ .900	≥ .950	
	D Division	≥ .600	≥ .700	≥ .800	≥ .900	
	C Division	> .500	> .600	> .700	> .800	
	B Division	≥ .400	≥ .500	≥ .600	≥ .700	
A Division	> .300	> .400	≥ .500	≥ .600		
	Question 10	Question 11	Question 12	Question 13	Question 14	
Speed	From a stopped standing ready position, runs from home plate to first base, one base to the next, or third base to home plate (70 ft.) in less than 4.5 seconds.	From a stopped standing ready position, runs from home plate to first base, one base to the next, or third base to home plate (70 ft.) in less than 3.75 seconds.	From a stopped standing ready position, runs from home plate to first base, one base to the next, or third base to home plate (70 ft.) in less than 3 seconds.	Base Running	Runner advances to expected base relative to the Division & game situation.	Runner successfully advances beyond what would be expected relative to the Division & game situation.
	NOTE: Q 10-12 are assessed based on the player having or not having the ability to perform the listed skill. There is no percentage threshold for these questions; The player can or cannot perform the skill.					

RUNNING SKILL DEMONSTRATIONS BELOW. THESE EXAMPLES ILLUSTRATE THE SKILLS FOR Q 13 & 14 NOTE: "Where is the runner starting from, how far did they advance, and on what type of ball/hit are they advancing on"

A & B DIVISION C & D DIVISION E DIVISION

QUESTION 13	QUESTION 14	QUESTION 13	QUESTION 14	QUESTION 13	QUESTION 14
On a base hit (high velocity): The runner safely advances one base (Example: An outfielder gets the ball into the infield and time is called, and no play is made at the base).	On a base hit (medium velocity): The runner safely advances one base (Example: An outfielder gets the ball into the infield and time is called, and no play is made at the base).	On a base hit (high velocity): The runner safely advances two bases (Example: An outfielder gets the ball into the infield and time is called, and no play is made at the base).	On a base hit (medium velocity): The runner safely advances two bases (Example: An outfielder gets the ball into the infield and time is called, and no play is made at the base).	On a base hit in front of the runner (medium velocity): The runner safely advances one base <i>despite a defensive attempt</i> to put the runner out (Example: An outfielder fields the ball & throws it to second in an effort to put out the runner advancing from first, but the runner is safe).	On a base hit in front of the runner (medium velocity): The runner safely advances two bases <i>despite a defensive attempt</i> to put the runner out (Example: The left center fields the ball and throws to second in an effort to put out the runner advancing from first, but the runner is safe).
On a base hit (high velocity): The runner safely advances one base despite a defensive attempt to put the runner out (Example: An outfielder fields the ball and throws it to 2nd in an effort to put out the runner advancing from 1st, but the runner is safe).	On a base hit (medium velocity): The runner safely advances one base <i>despite a defensive attempt</i> to put the runner out (Example: An outfielder fields the ball and throws it to 2nd in an effort to put out the runner advancing from 1st, but the runner is safe).	On a base hit (medium velocity): The runner safely advances one base <i>despite a defensive attempt</i> to put the runner out (Example: An outfielder fields the ball and throws it to 2nd in an effort to put out the runner advancing from 1st, but the runner is safe).	On a base hit (high velocity): The runner safely advances two bases <i>despite a defensive attempt</i> to put the runner out (Example: An outfielder fields the ball and throws it to 3rd in an effort to put out the runner advancing from 1st, but the runner is safe).	On a base hit behind the runner (medium velocity): The runner safely advances two bases <i>despite a defensive attempt</i> to put the runner out (Example: On a ball hit to the outfield, a runner starting on 1st advances to 3rd or a runner starting on 2nd advances to home).	On a base hit behind the runner (medium velocity): The runner safely advances three bases <i>despite a defensive attempt</i> to put the runner out (Example: On a ball hit to right field, a runner starting on 1st advances to home).
On a fly ball (high velocity): The runner safely advances one base (Example: The runner appropriately tags up by going far enough to be able to successfully advance on a dropped ball or stays on base and advances safely after the ball is caught).	On a fly ball (medium velocity): The runner safely advances one base (Example: The runner appropriately tags up by going far enough to be able to successfully advance on a dropped ball or stays on base and advances safely after the ball is caught).	On a fly ball (high velocity): The runner safely advances one base (Example: The runner appropriately tags up by going far enough to be able to successfully advance on a dropped ball or stays on base and advances safely after the ball is caught).	On a fly ball (medium velocity): The runner safely advances two bases (Example: The runner appropriately tags up by going far enough to be able to successfully advance on a dropped ball or stays on base and advances safely after the ball is caught).	On a fly ball (medium velocity): The runner safely advances one base (Example: The runner appropriately tags up by going far enough to be able to successfully advance on a dropped ball or stays on base and advances safely after the ball is caught).	On a fly ball (medium velocity): The runner safely advances two bases (Example: The runner appropriately tags up by going far enough to be able to successfully advance on a dropped ball or stays on base and advances safely after the ball is caught).

FIELDING (INFIELD)								
	Question 15	Question 16	Question 17	Question 18	Question 19	Question 20	Question 21	Question 22
Ground Ball/Line Drive Low Velocity	Cleanly fields a ball hit with low velocity directly at the player. OR Stops the ball hit with low velocity directly at the pitcher.	Cleanly fields a ball hit with low velocity within a few steps (9-10 ft) of the player. OR Cleanly fields a ball hit with low velocity directly at the pitcher	Cleanly fields a ball hit with low velocity in the hole (>12 ft or 4-5 steps) away from the player.					
Ground Ball/Line Drive Medium Velocity			Cleanly fields a ball hit with medium velocity directly at the player. OR Stops the ball hit with medium velocity directly at the pitcher.	Cleanly fields a ball hit with medium velocity within a few steps (9-10 ft) of the player. OR Cleanly fields a ball hit with medium velocity directly at the pitcher.	Cleanly fields a ball hit with medium velocity in the hole (>12 ft or 4-5 steps) away from the player.			
Ground Ball/Line Drive High Velocity			Stops the ball hit with high velocity directly at the player.	Cleanly fields a ball hit with high velocity directly at the player. OR Stops the ball hit with high velocity directly at the pitcher.	Stops a ball hit with high velocity within a few steps (9-10 ft) of the player. OR Cleanly fields a ball hit with high velocity directly at the pitcher.	Cleanly fields a ball hit with high velocity within a few steps (9-10 ft) of the player.	Stops a ball hit with high velocity in the hole (>12 ft or 4-5 steps) away from the player.	Cleanly fields a ball hit with high velocity in the hole (>12 ft or 4-5 steps) away from the player.
Fly Ball	Catches a fly ball hit directly at the player.	Catches a fly ball hit within 15 ft to the sides/front of the player.	Catches a fly ball hit within 30 ft to the sides/front of or 15 ft behind the player.	Catches a fly ball hit within 45 ft to the sides/front of or 30 ft behind the player.	Catches a fly ball hit within 60 ft to the sides/front of or 45 ft behind the player.	Catches a fly ball hit within 75 ft to the sides/front of or 60 ft behind of the player.	Catches a fly ball hit within 90 ft to the sides/front of or 75 ft behind of the player.	Catches a fly ball hit >90 ft to the sides/front of or >75 ft behind of the player.
FIELDING (OUTFIELD)								
	Question 15	Question 16	Question 17	Question 18	Question 19	Question 20	Question 21	Question 22
Ground Ball Medium Velocity	Cleanly fields a ball hit with medium velocity directly at the player.	Cleanly fields a ball hit with medium velocity within 15 ft of the player	Cleanly fields a ball hit with medium velocity within 30 ft of the player	Cleanly fields a ball hit with medium velocity within 45 ft of the player	Cleanly fields a ball hit with medium velocity within 60 ft of the player	Cleanly fields a ball hit with medium velocity within 75 ft of the player	Cleanly fields a ball hit with medium velocity within 90 ft of the player	
Ground Ball High Velocity		Cleanly fields a ball hit with high velocity directly at the player.	Cleanly fields a ball hit with high velocity within 15 ft of the player	Cleanly fields a ball hit with high velocity within 30 ft of the player	Cleanly fields a ball hit with high velocity within 45 ft of the player	Cleanly fields a ball hit with high velocity within 60 ft of the player	Cleanly fields a ball hit with high velocity within 75 ft of the player	Cleanly fields a ball hit with high velocity within 90 ft of the player
Fly Ball	Catches a fly ball hit directly at the player.	Catches a fly ball hit within 15 ft to the sides/front of the player.	Catches a fly ball hit within 30 ft to the sides/front of or 15 ft behind the player.	Catches a fly ball hit within 45 ft to the sides/front of or 30 ft behind the player.	Catches a fly ball hit within 60 ft to the sides/front of or 45 ft behind the player.	Catches a fly ball hit within 75 ft to the sides/front of or 60 ft behind of the player.	Catches a fly ball hit within 90 ft to the sides/front of or 75 ft behind of the player.	Catches a fly ball hit >90 ft to the sides/front of or >75 ft behind of the player.

THROWING & PITCHING

Question 23	Question 24	Question 25	Question 26	Question 27	Question 28
Throw 50 ft with line drive (regardless of accuracy)	Throw 50 ft with line drive <i>and</i> accuracy	Throw 70 ft with line drive <i>and</i> accuracy	Throw 100 ft with line drive <i>and</i> accuracy	Throw 150 ft with line drive <i>and</i> accuracy	Throw >200 with line drive <i>and</i> accuracy
	Pitch a strike.	Vary the height, depth and location of the pitch while maintaining accuracy.	Deliver multiple pitch techniques while maintaining accuracy.		
Throw 70 ft (regardless of arc or accuracy)	Throw 70 ft with line drive (regardless of accuracy)	Throw 100 ft with line drive (regardless of accuracy)	Throw 150 ft with line drive (regardless of accuracy)	Throw >200 ft with line drive (regardless of accuracy)	Throw 150 ft with line drive and accuracy while off center of gravity (e.g., from knees, from one foot, etc.)
	Throw 100 ft (regardless of arc or accuracy)	Throw 150 ft (regardless of arc or accuracy)	Throw >200 ft (regardless of arc or accuracy)	Throw 100 ft with line drive and accuracy while off center of gravity (e.g., from knees, from one foot, etc.)	

CHAPTER 30 – GAY SOFTBALL WORLD SERIES

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30.01 Jurisdiction: This chapter shall be the jurisdiction of the Council and amended by majority at any council meeting, except that any amendment adopted at summer meeting of the Council must achieve a ninety percent (90%) vote to be effective at the Gay Softball World Series immediately following that meeting.

30.02 Authority: The actual contest between teams during the GSWS is solely under the jurisdiction of the Athletic Director. The Board of Directors may, upon request of the Athletic Director, alter and change the format and rules of the tournament as needed to accomplish play and ensure completion of the tournament in times of, including, but not limited to, nature-related incidents, acts of terror or civil emergency, and other emergency situations. Complete cancellation of the tournament may only be authorized by the Board of Directors. The Board of Directors shall outline the roles and responsibilities for all personnel of the tournament.

30.03 Expenses: The organization will assume all real and necessary expenses directly related to the conduct of the tournament and any other expenses assumed by the organization in the host city contract.

30.04 Umpire Selection: The Umpire-in-Chief (UIC) shall select umpires in a manner consistent with the rules, regulations and acts of the Open Division. Umpires may be nominated through the member association in whose geographic area they are accredited. The UIC must receive an Association's umpire recommendation(s) by January 1 for the candidate to be eligible to officiate in the immediate next GSWS. Recommendations may come from their league commissioner, the league UIC, previous GSWS UIC or previous/current Athletic Director. The Board of Directors shall create policies for umpire selection that welcome umpires from all diverse representations of this organization and ensure competent administration and officiation of the game.

30.05 Team Manager Responsibilities: Team Managers will be held responsible for the conduct of their Team members at all times during the GSWS both on and around the playing field. In case of a disputed play or decision, only the Team Manager may consult game officials; other players, coaches or sponsors may not participate in the discussion. Team Managers are to report any unsportsmanlike or derogatory acts by players or spectators to the AD. Team Managers or their designated representatives must attend the pre-GSWS Managers' meeting on behalf of his/her team. If the manager named on the team's GSWS roster will not be managing the team in the GSWS, a proxy manager must be named at the Manager's Meeting. Team managers must verify the accuracy and eligibility of the GSWS roster.

SECTION 1 – HOST CITY SELECTION

30.10 Host City Partnership Agreement: The GSWS Host City Partnership Agreement is a standalone document, under the jurisdiction of the Board of Directors, which shall be signed by any potential Host City prior to and filed with the Intent to Bid. Amendments to the Host City Partnership Agreement can be authored and adopted with the consent of both parties.

30.11 Host City Bid Process: A potential Host City shall complete and submit an Intent to Bid form by the stated deadline and remit a non-refundable deposit, in an amount to be determined by the Board of Directors, to the NAGAAA Treasurer prior to the start of the winter meeting. The Intent to Bid shall be accompanied by a signed copy of the host city contract and a written list of all promises and guarantees that shall be made by the potential Host City in the course of their bid presentation.

30.12 Bid Presentations: All member associations, having properly submitted the Intent to Bid, deposit, and accompanying document(s) shall be allowed to present to their bids to the Council at the Summer Meeting three (3) years prior to the intended GSWS; for awarding the 2022 World Series only, the bid presentations shall be made to the Council at the Winter Meeting in 2020. There will be no hosted bid city parties. The Commissioner will set aside individual meeting rooms, at a particular time, during the Summer Meeting for a Q and A session with the bidding associations.

- a. If the state or province where the GSWS is being conducted requires insurance above and beyond what

873 the Council has previously authorized this situation should be presented in the initial bid by the member
874 association(s) seeking to host the GSWS.
875

876 **30.13 Bid Restrictions:** No association will hold a GSWS in another member association's metropolitan area
877 without permission of that member association. No organization that is not a member of the NAGAAA, Open
878 Division Softball, Inc. can serve as a Host City for the GSWS.
879

880 **30.14 No-Bid Authorizations:** In the event no association submits an Intent to Bid form for the GSWS, the
881 NAGAAA Board of Directors will select the Host City for the event. In such cases, NAGAAA assumes all
882 responsibilities and costs for hosting said GSWS and the Board of Directors is exempt from the restrictions listed in
883 this chapter.
884

885 **30.15 Host City (Bid) Selection:** The GSWS Host Cities shall be selected by majority vote of the Council before
886 the conclusion of the Summer Meetings but after the Q & A presentation.
887

888 SECTION 2 – TOURNAMENT FORMAT 889

890 **30.20 Divisions:** The GSWS shall be conducted with teams divided by the divisional guidelines of this
891 organization in the following divisions: "A", "B", "C", "D", "E", "Masters-C", and "Masters-D" Divisions.

892 a. If there are less than four (4) teams registered in the Masters-D Division, the division shall be consolidated
893 into the Masters-C Division. Teams originally registered for the Masters-D Division may, upon notice of
894 the consolidation, elect to withdraw from the tournament and receive a full refund of the team and other
895 required fees and deposits without penalty.
896

897 **30.21 Pool Play:** For all divisions, the pool play draw is based on team ratings, except for A & B Division pool play
898 assignments, the top three (3) seeds will be assigned to the top teams from NAGAAA Cup in their respective
899 division, if applicable. For Masters C & D Divisions, pool play shall begin no earlier than Wednesday of the week of
900 the GSWS except that when more than 20 teams are registered in either Masters Division then pool play shall
901 begin no earlier than Tuesday of the same week. Pool play shall consist of four (4) games per team, where possible,
902 with a minimum of two (2) pool play games. The Athletic Director shall assign each team an equal number of
903 games per team as the home team and the visiting team and in the case of any odd number of games per team,
904 the Athletic Director shall randomly assign the team as home or the visiting team.

905 a. Forfeiting any pool play game will result in an automatic disqualification of the team from that year's
906 double elimination tournament. Appeals of an automatic disqualification may be presented to the Athletic
907 Director before the beginning of the double elimination games if accompanied by a non-refundable \$50
908 fee. If an appeal is upheld, the team will be reinstated in the GSWS with the pool play record as recorded.
909 If an appeal is denied, the team is disqualified.
910

911 **30.22 Double Elimination:** The Athletic Director will hold and publish the results of a double elimination bracket
912 draw. Seeding into Double Elimination will be determined by the results of pool play. Any teams with the same
913 record shall be seeded in order of their ratings, highest to lowest. If any teams are tied on ratings, the seed shall be
914 determined by random draw. Any team eliminated in pool play will be assigned the lowest seed in the Double
915 Elimination Bracket. If two teams from the same member association are drawn to play each other the first round
916 of the Double Elimination bracket, the lower seeded team will be dropped one seed. If two teams from the same
917 member association are drawn to play each other the first round of the Double Elimination bracket and both
918 teams occupy the lowest two seeds in that division, then the higher seed of the two shall be elevated one more
919 position in the seeding. The AD is authorized to schedule the tournament such that some teams may be eliminated
920 on the first day of Double Elimination play. For all games in double elimination, the home team shall be the higher
921 seeded team between the two (2) opposing teams, except that the no team that is undefeated in double-
922 elimination may be the away team when facing an opponent, with a recorded loss in double elimination, who is
923 seeded higher.
924

925 **30.23 Trophies:** Trophies will be given in all divisions and awarded after the conclusion of the Double

926 Elimination Tournament. Team Trophies will be given for the 1st, 2nd, 3rd, and 4th place winners for each division.
 927 Individual awards will be given to the rostered members of the trophy-winning teams in each division.
 928

929 SECTION 3 – REGISTRATION

930

931 **30.30 Player Registration:** Each member of each GSWS team shall be required to register prior to playing in the
 932 GSWS. During registration, players must verify their rating, pick up player status, select an LGBT/Non-LGBT status,
 933 review the required waiver information, declare any and all associations in which the player played during the
 934 qualifying seasons for that years' GSWS, and verify the accuracy of all information and provide their signature to
 935 complete the registration. Players will be required to present state or nationally accepted photo identification at
 936 registration for the purposes of establishing identity. No changes can be made to any player rating, either adding
 937 or deleting, at any time without the member association's commissioner's or voting representative's (as
 938 designated by that association's commissioner) in person authorization and approval.
 939

940 **30.31 Registration Terms & Exceptions:** Player registration will be closed prior to the start of the first double
 941 elimination game in that player's division. The Director of Competition shall have the authority to allow late
 942 registration to a player with a travel delay demonstrated to be beyond their control.
 943

944 **30.32 Director of Competition Review:** The Director of Competition shall review GSWS rosters and the ratings
 945 database for any rostering and rating of players on more than one (1) GSWS roster and/or ratings in more than one
 946 (1) association and report the violation to the Commissioner(s) of the association(s) in which the player is rostered
 947 and rated, the Commissioner of NAGAAA, the committee charged with membership related matters, and the
 948 Ethics Committee.
 949

950 SECTION 4 – TEAM ENTRIES

951

952 **30.40 Team Entry Fees:** Member associations shall reserve GSWS tournament berths by paying an entry fee as
 953 determined by the Board of Directors and by the deadline established by the board, unless exempted from the fee.
 954 Late payments of the fee are subject to fine. Cancellations of team entry, subject to the minimum berth
 955 requirement, shall result in refund of the team fee if cancelled before the deadline set by the Board of Directors.
 956 Cancellations after the deadline are not refundable.
 957

958 **30.41 Host Hotel Deposits:** Each Association, except for the Host City, shall also provide a hotel deposit for each
 959 of its GSWS teams as determined by the Board of Directors and by the deadline established by the board. The hotel
 960 deposit for each team, or on a cumulative basis for an Association, shall be fully refunded to the Association only
 961 when the Association provides receipts totaling the number of nights per team in rooms booked within the official
 962 block of qualifying rooms as determined by the Board of Directors and the receipts are provided to the Treasurer by
 963 the deadline established by the Board of Directors.
 964

965 **30.42 World Series Berth Allocation:** Teams may participate in the GSWS by earning a berth through one of the
 966 following:

- 967 a. Association Berth Allotment: Member associations are allotted a certain number of GSWS berths. In turn,
 968 each member association shall be responsible for its own determination on utilizing its allotted GSWS
 969 berths.
- 970 b. The top three (3) GSWS teams in the B, C, D, and E Divisions receive an automatic berth to the following
 971 year's GSWS. These berths do not count against the Member Association's berth allotment. To utilize the
 972 automatic berth, the GSWS team must: play in the next highest Division the following year or include at
 973 least 4 players from the previous year's GSWS roster. Any B team awarded an automatic berth by this
 974 provision shall be exempt from the minimum team rating requirement for the A Division.
- 975 c. The top three (3) NAGAAA Cup teams in the B and A Divisions receive an automatic berth to the same
 976 year's GSWS. These berths do not count against the Member Association's berth allotment. To utilize the
 977 automatic berth: the NAGAAA and the GSWS Rosters for the team must adhere to the guidelines for a

978 Standard Roster, the players from both rosters must meet all eligibility requirements for the GSWS and
 979 the GSWS roster must not include more than 4 pickup players from the same Member Association. Any
 980 berth awarded in this sub-section shall be forfeited if any player on the Roster for the awarded NAGAAA
 981 Cup team is listed on a Standard Roster in a different Member Association for purposes of qualifying for
 982 the GSWS. The first-place team in each Division will also have their GSWS fee waived.
 983

984 **30.43 Minimum Berth Requirement:** Each Association must send at least one (1) team to the GSWS, or be
 985 subject to a fine as determined by the Board of Directors as well as other sanctions, including, reduction of the
 986 total berth allocation to one (1) total team for the following years' GSWS, and possible suspension or termination
 987 of membership.
 988

989 **30.44 Exemptions from Minimum Requirements:** A member association with eight (8) or fewer teams shall be
 990 exempt from the penalties under the Minimum Berth Requirement under certain circumstances. To exercise this
 991 exemption, the Association must notify the Commissioner of its intent not to participate in that year's GSWS by the
 992 deadline established by the Board of Directors and must not have exercised this exemption in the immediately
 993 preceding two (2) calendar years. The member association shall be required to fulfill all other obligations,
 994 including, but not limited to, the GSWS Protest Committee(s).
 995

996 **30.45 Association Berth Allotment:** Each member association is allotted a certain number of GSWS berths as
 997 listed in the table below:

- 998 a. A member association may enter an unlimited number of A, Masters-C, or Masters-D Division teams
 999 notwithstanding any other berth allotments.
 1000 b. In calculating berth allotments, all regular season teams of a member association shall be
 1001 considered in determining the number of berths allotted.
 1002 c. A member association may submit up to one All Association Roster in the E, D and C Divisions. Any
 1003 submission of an All Association Roster in a Division precludes the submission of any other type of
 1004 rosters in that same Division.
 1005 d. A member association entering only one (1) A Division team may do so as on open-roster team.
 1006 e. All Masters-C and Masters-D Division teams shall be considered open roster teams.
 1007 f. A member association may only enter one (1) E Division team which shall be considered an open-
 1008 rostered team
 1009

ASSOCIATION BERTH ALLOTMENTS							
Team Entries may not exceed maximum limits for each division nor the total maximum berths							
TEAMS IN MEMBER ASSOCIATION	A DIVISION	B DIVISION	C DIVISION	D DIVISION	E DIVISION	MASTERS-C DIVISION	MASTERS-D DIVISION
<25	UNLIMITED	UNLIMITED	2	2	1	UNLIMITED	UNLIMITED
+25 Teams	D	D	3	3	2		
Any association that sends their full allotment of E, D and C Teams in current or prior years GSWS, they have one (1) additional berth in the division of their choice.							
GSWS Host City may add one Team in each Division							

1010
 1011 **30.46 No-Repeat Rule:** No team awarded first or second place in the B, C, D, or E Division of the GSWS shall be
 1012 eligible to compete in the same or lower division at the following year's GSWS. Any B team, awarded first or
 1013 second place in a GSWS, shall only be eligible to play in the A Division in the following year's GSWS, regardless of
 1014 the team rating. The Masters-D team awarded first place of the GSWS shall not be eligible to compete in the same
 1015 or lower division at the following year's GSWS. For the purpose of this rule, an ineligible returning team shall be
 1016 defined as consisting of four (4) or more players from the prior-year GSWS roster of a team awarded first or
 1017 second place. This section shall not be in force nor enforced for the 2019 GSWS.
 1018

1019 **CHAPTER 40 – NAGAAA CUP**

1020 **40.01 Jurisdiction:** This chapter shall be the jurisdiction of the Council and amended by majority at any council
1021 meeting.

1022
1023 **40.02 Purpose:** The NAGAAA Cup is an invitational tournament that is designed to increase GSWS participation
1024 by the A and B Divisions.

1025
1026 **SECTION 1 – ADMINISTRATION & TEAMS**

1027
1028 **40.10 Administration:** The Board of Directors will determine the location and date of the NAGAAA Cup. All
1029 teams will pay a fee for participating in the NAGAAA Cup, as determined by the Board of Directors. The Board of
1030 Directors may, upon request of the Athletic Director, alter and change the format and rules of the tournament as
1031 needed to accomplish play and ensure completion of the tournament in times of, including, but not limited to,
1032 nature-related incidents, acts of terror or civil emergency, and other emergency situations. Complete cancellation
1033 of the tournament may only be authorized by the Board of Directors. The Board of Directors shall outline the role
1034 and responsibility for all personnel of the tournament.

1035
1036 **40.11 Teams:** Invitations will be given to all A Division teams and the top B Division teams from the previous
1037 year's GSWS. Teams that have been invited must have 4 members of their GSWS roster to be considered eligible
1038 for play in the NAGAAA Cup. Teams must accept the invitation by the deadline set by the Director of Competition.
1039 After the deadline for acceptance has passed, the NAGAAA Director of Competition will then issue invitations to
1040 any new A Division Team that has formed that year and then the remaining B teams from the previous GSWS in
1041 order of their finish. All teams must submit their NAGAAA Cup roster by the deadline established by the Board of
1042 Directors.

1043
1044 **40.12 NAGAAA Cup Roster:** Teams entered in the NAGAAA Cup should register with the same roster that they
1045 intend to submit as a regular season roster and may add only up to four (4) pick-up players to its roster that will
1046 not be a part of the team's regular season roster. A roster for the NAGAAA Cup must have at least ten (10) players
1047 rostered and a maximum of three (3) non-LGBT players. No player may be listed on more than one (1) NAGAAA
1048 Cup Roster. The roster may not be comprised of more than twenty (20) players, except that managers and/or
1049 coaches who are not eligible to play or who do not play as a player do not count towards this requirement and
1050 each NAGAAA Cup roster may name two (2) non- playing members in addition to the maximum of 20 players. The
1051 Board of Directors shall determine the manner and form for submission of the rosters, deadline for submission of
1052 the roster, and any sanctions for errors, omissions, and/or changes.

1053
1054 **40.13 Winners & GSWS Berths:** Regardless of their overall NAGAAA Cup standing, the 3-highest placing A and B
1055 Division teams will receive an automatic berth into that year's GSWS. GSWS team fees for the highest-placed A and
1056 B Division teams will be waived. All other fees/deposits will still apply. Automatic berths shall not count toward the
1057 respective association's GSWS berth allotment. A team earning a berth awarded in this sub-section may only add
1058 up to four (4) players on its roster at the GSWS to utilize the berth as awarded or the berth shall be forfeited. Any
1059 berth awarded in this sub-section shall be forfeited if any player from the NAGAAA Cup roster of the team
1060 awarded the berth is listed on a regular season roster in a different member association, but only if that member
1061 association is the player's qualifying association. A NAGAAA Cup trophy for overall first, second and third place will
1062 be awarded.

1063
1064 **SECTION 2 – RULES & TOURNAMENT FORMAT**

1065
1066 **40.20 Rules:** All USA Softball (ASA) and NAGAAA rules as listed in this manual apply to the NAGAAA Cup unless
1067 explicitly stated in this section.

1068
1069 **40.21 Explicit NAGAAA Cup Rules:** These rules are those that preempt USA Softball (ASA) & NAGAAA rules in
1070 the NAGAAA Cup.

- 1071 a. Each team is guaranteed five (5) games.
 1072 b. Pool play will have a mixture of A and B Division teams.
 1073 c. Home team will be decided by a double flip for pool play games. For all games in double elimination, the
 1074 home team shall be the higher seeded team between the two (2) opposing teams, except that no team that
 1075 is undefeated in double-elimination may be the away team when facing an opponent, with a recorded loss
 1076 in double elimination, who is seeded higher.
 1077 d. Uniforms need not be like colored. However, an Arabic whole number (0-99) of contrasting color at least 6
 1078 inches high must be worn and visible. Identical numbers are not permitted.
 1079

1080 **40.22 Seeding Process:** For pool play games, seeds shall be determined by the ratings of the teams. In
 1081 double elimination games, all seeds will be determined by the win-loss-tie record of the teams. The Double
 1082 Elimination bracket shall be a combined bracket for the A and B Divisions.
 1083

1084 CHAPTER 50 – PROTEST PROCEDURE

1085
 1086 **50.01 Jurisdiction:** This chapter shall be the jurisdiction of the Council and amended by majority at any council
 1087 meeting except that any amendment adopted at summer meeting of the Council must achieve a ninety percent
 1088 (90%) vote to be effective at the Gay Softball World Series immediately following that meeting and the amount of
 1089 any fines or fees shall be the jurisdiction of the Board of Directors and amended at any board meeting by majority.
 1090

1091 **50.02 Authority:** A Protest Committee will rule on all eligible protests of player eligibility and ratings. Any
 1092 protest on the application of the rules of play are made to the UIC and are not in the authority of any Protest
 1093 Committee to act on. Any Protest Committee shall consist of members appointed by the Commissioner. The
 1094 Commissioner shall not, in any circumstance, be a party to the protest or act as a member of a Protest Committee.
 1095

1096 **50.03 Protest Committee Schedule:** Member Associations may be appointed as Protest Committee members by
 1097 the Commissioner and be assigned times and required to fulfill their duties as part of a protest committee or face
 1098 penalties provided for by this organization. The Director of Competition will create a Protest Committee schedule
 1099 assigning times and locations in proportion to the number of teams that an Association sends to that year's GSWS.
 1100 This schedule will be distributed prior to the close of the Summer Meeting for that year's GSWS. Protest
 1101 Committee members must be present and available to hear protests at the assigned time and place. Protest
 1102 committee members may change assigned times/places provided they initiate the change with another
 1103 Association and notify the Protest Chair.
 1104

1105 **50.04 Protest Chairs & Assistant Protest Chairs:** The Commissioner shall appoint one (1) Protest Chair and a
 1106 number of Assistant Protest Chair(s) as determined by the Board of Directors. These positions shall act as chairs of
 1107 any Protest Committee and operate as an independent judge of the matter before the committee, including, but
 1108 not limited to, guiding the process, assisting the committee with inquiry and exploration, and informing the parties
 1109 of the process and matters before the committee. In no way, shall a chair opine on the merits of the protest, take
 1110 part as an advocate for or against any party, nor cast a vote on the matter before the committee. The designated
 1111 Protest Chair will explain and distribute the procedure for protesting a player or team to the GSWS team
 1112 representatives at the Managers' meeting held prior to the start of the GSWS, including explanations of reasons for
 1113 denial of a protest.
 1114

1115 **50.05 Protest Committee Composition:** The Commissioner shall appoint at least five (5) persons for each field
 1116 complex or designated location for protests for the tournament. The Commissioner may appoint additional
 1117 persons so that multiple protests may be heard concurrently if necessary. These persons shall be protest
 1118 committee members. For the purposes of hearing a protest, three (3) protest member shall constitute the
 1119 committee.
 1120

- 1121 a. No member of the protest committee shall be on the roster of a team in the division of which the protest
 is involved, a member of a regular season roster for any of the member associations involved in that

1122 protest, nor a party that filed said protest or is evidence to the protest, and no member association may
 1123 have more than one (1) person represented on the protest committee.
 1124

1125 **50.06 Protest Committee Deliberations:** Protest Committee business shall only be discussed with other Protest
 1126 Committee members, the chair of the Protest Committee, the Athletic Director or their assistant(s), and/or the
 1127 NAGAAA Board of Directors. In the course of an appeal or on business matters before the Council, member
 1128 associations may be involved in post facto discussions about a protest that filed, heard, and adjudicated. Only
 1129 members of the committee, the chair, NAGAAA Board of Directors, parties involved in the protest, the Athletic
 1130 Director or their assistant(s), and witness and/or advocates as allowed by the committee shall be permitted into
 1131 the hearing of evidence and testimony before the Committee.
 1132

1133 SECTION 1 – FILING A PROTEST

1134
 1135 **50.10 Who Can File a Protest:** Protests may only be filed by the opposing team’s manager of record or their
 1136 proxy, named to the Director of Competition prior to the tournament, or any Open Division Director, or a member
 1137 association’s Commissioner or their proxy, submitted to the Director of Competition prior to the start of the
 1138 tournament. To be eligible to file a protest, a member association must be a member in good standing.
 1139

1140 **50.11 Protests Not Eligible:** No player can have their ratings protested, if the result of the protest would cause
 1141 their current GSWS rating to be lowered. No protests may be filed based on ratings in the A division.
 1142 a. Beginning in 2019 and thereafter, no protests may be filed based upon a player’s sex, sexuality, gender, or
 1143 gender identity.
 1144

1145 **50.12 Filing a Protest:** A protest must be filed prior to the completion of the game in question. The game umpire
 1146 will suspend the game and notify a NAGAAA official, of all protests or ejections. When filing a protest, the
 1147 protesting party must complete the Protest Form in its entirety and a protest fee must be submitted at the time of
 1148 the filing. The Protest Form will include a list of required fees for reference. The form will only include spaces for
 1149 the following required information: date, game time, name of the team protesting (OR name and title of the
 1150 person protesting if it is not a team filing the protest), name of the team being protested, division of play, name of
 1151 the player being protested (if any), ratings questions being protested (if any), nature of the protest (required ONLY
 1152 for protests other than ratings protests), and the name and signature of the person submitting the protest.
 1153

1154 **50.13 Initial Review of the Protest:** Upon initial review of the protest filing, should the protest be denied due to
 1155 an improper filing, the NAGAAA official denying the protest will provide a denial reason but may not directly assist
 1156 completing the form. Upon initial review of the protest filing, should the protest be accepted, the NAGAAA official
 1157 making that determination will notify the teams' managers and the game will continue to conclusion.

1158 a. Any NAGAAA Official denying a protest under this review must clearly state the complete reason for
 1159 denial of the protest, including any errors and/or omissions on the part of the protesting party. Failure to
 1160 clearly state such reasons for denial shall be reported by the protesting party to the Commissioner.
 1161

1162 **50.14 Fees for Filing a Protest:** The costs, due at the time of filing, for filing a protest are as follows:
 1163 a. For protests not based on player ratings there shall be a fifty-dollar (\$50) fee to protest a player for non-
 1164 rating issues.
 1165 b. During pool play, the ratings protest filing fee is \$50.00 and \$10.00 per challenged question.
 1166 c. During double elimination, the ratings protest filing fee is \$100.00 and \$20.00 per challenged question.
 1167

1168 **50.15 Refundable Filing Fees:** If a protest is upheld, any protest filing fee and challenged question fee(s) are
 1169 returned. If a protest is denied, all fees are nonrefundable. If only a portion of the protest is upheld, monies shall
 1170 be returned based on the sliding scale for the protest filing fee and challenged question fee as shown below:

1171

		Partially Upheld Protests in Pool Play					
		#of questions challenged					
Filing Fee		1	2	3	4	5	6
# of questions upheld	1	\$60	\$35	\$27	\$23	\$20	\$18
	2	\$70	\$53	\$45	\$40	\$37	
	3	\$80	\$68	\$60	\$55		
	4	\$90	\$80	\$73			
	5	\$100	\$92				
	6	\$110					

		Partially Upheld Protests in Double Elimination					
		#of questions challenged					
Filing Fee		1	2	3	4	5	6
# of questions upheld	1	\$120	\$70	\$53	\$45	\$40	\$37
	2	\$140	\$107	\$90	\$80	\$73	
	3	\$160	\$135	\$120	\$110		
	4	\$180	\$160	\$147			
	5	\$200	\$183				
	6	\$220					

1172

1173 **SECTION 2 – CONVENING & CONDUCTING A PROTEST**

1174

1175 **50.20 Convening a Protest Committee:** When a protest is filed, the respective Protest Chair or Assistant Protest
 1176 Chair will convene a Protest Committee to hear and rule on the protest. A chair with a conflict of interest will
 1177 recuse themselves, and an alternate will be assigned. The Protest Chair or Assistant Protest Chair shall randomly
 1178 select three (3) of the appointed protest members to constitute the committee and hear the protest.

- 1179 a. No member of the protest committee shall be on the roster of a team in the division of which the protest
 1180 is involved, a member of a regular season roster for any of the member associations involved in that
 1181 protest, nor a party that filed said protest or is evidence to the protest, and no member association may
 1182 have more than one (1) person represented on the protest committee.

1183

1184 **50.21 Protest Hearing Process:** The Protest Committee will hear the arguments of both teams and/or parties
 1185 involved in the protest in order to rule on a protest. During pool play, the Protest Committee will rule on protests
 1186 as quickly as possible but, in any event, prior to the determination of seeding for double elimination play. During
 1187 double elimination play, the Protest Committee will rule on the protest prior to the start of the next game in which
 1188 either team is to be involved. A protest that involves player eligibility and not player ratings, must include at least
 1189 one (1) member of the NAGAAA Board of Directors, which shall not be the Commissioner.

1190

1191 **50.22 Protest Committee Evidence & Record:** Protest Committee hearings are to be audio recorded. The
 1192 recordings from the protest hearing(s) will be kept for one (1) year from the date of the hearing by the Director of
 1193 Competition and then destroyed. All player ratings from the prior year and the current year will be available for all
 1194 Protest Committee hearings.

1195

1196 **50.23 Protest Hearing Process:** A protest hearing shall be conducted in the following process:

- 1197 a. The Protest Committee chairperson will begin the proceedings by explaining the protest hearing
 1198 procedures to each team's Manager.

- 1199 b. The protesting party will begin the hearing by explaining the basis for the protest and presenting any
1200 evidence of any kind, including, but not limited to scorebooks, to support the protest.
- 1201 c. The Protest Committee has the authority to then call for a vote to move the protest forward.
- 1202 d. After the protesting party has presented its case, the protested party will be afforded the opportunity to
1203 present evidence of any kind, including, but not limited to scorebooks, to rebut the protesting party's
1204 argument.
- 1205 e. After the parties have presented their cases the Protest Committee will have the authority to interview
1206 players involved in the GSWS, Association officials and Members, and Open Division and GSWS officials
1207 and umpires.
- 1208 f. Both principal parties must be notified of and afforded an opportunity to be present.
- 1209 g. The Protest Chair shall remove all parties from the room except for the Protest Committee after the
1210 parties have presented their case to allow careful deliberation.
- 1211 h. When the principal parties and the Protest Committee have completed their interviews & deliberations,
1212 the Protest Committee shall vote by secret ballot to determine whether to uphold or deny the protest, by
1213 majority vote. The principal parties shall have the opportunity to observe the voting process.
- 1214 i. The votes will be tallied, and the parties will be informed of the Protest Committee's decision.
- 1215 j. The decision of the Protest Committee is final for the duration of that tournament. Both the Protesting
1216 Party and the Protested Party are asked to certify, by signature, that the protest hearing was completed in
1217 accordance and compliance with the process outlined in the policies of this organization. Should either
1218 party refuse to sign, the review of the process is referred to the Commissioner.
1219

1220 SECTION 3 – PENALTIES FROM A PROTEST

1221

1222 **50.30 Actions Arising from the Protest Committee:** If the Protest Committee changes a player's rating question,
1223 it will be submitted to the Director of Competition and will remain marked as "Yes" or "Y" through the following
1224 season. Any action taken by the Protest Committee will be reviewed by the Council through the Ethics Committee
1225 at the next Regular Meeting to determine if further sanctions are appropriate. The Protest Committee may make
1226 recommendation for any additional penalties.
1227

1228 **50.31 Penalties for Non-Ratings Based Protests:** A person protested on matters other than player rating and
1229 found in violation shall be assessed the following penalties:

- 1230 a. The player's team forfeits the protested game and any subsequent games in which the protested player
1231 has played prior to the resolution of the protest.
- 1232 b. The player and their team manager will be disqualified from the remainder of the current GSWS.
- 1233 c. A fine of \$500 assessed to the player's qualifying association.
1234

1235 **50.32 Fines for Ratings Based Protests:** A player protested on player ratings and found in violation shall have
1236 their qualifying association assessed the fines listed in the table:
1237

# of Questions Successfully Challenged	Fines Assessed for Each Successfully Challenged	Total Fine for All Questions Successfully Challenged
1	\$100.00	\$100.00
2	\$200.00	\$300.00
3	\$300.00	\$600.00
4	\$400.00	\$1,000.00
5	\$500.00	\$1,500.00
6+	\$600.00 & additional \$100/question (7+) successfully challenged	The sum of fine amount immediately to the right and each fine listed in that column.

1238

1239 **50.33 Penalties for Ratings Violations Causing a Team to Move Up a Division:** If a protest results in a player
1240 rating change that causes a team to move up a division, the protested team forfeits the protested game and the

1241 opponent is named the winner of the game. Additionally, the protested team is eliminated from the current
 1242 tournament and the protested team's member association is fined \$500, in addition to the fines listed above in this
 1243 section.

1244

1245 **50.34 Penalties for Ratings Violations Not Causing a Team to Move Up a Division:** If a protested player's rating
 1246 is increased by one (1) point and does not move the player over the ratings cap for that division, the player can
 1247 continue to play in the current tournament. The new rating for the protested player will apply for the team's
 1248 overall rating. The result of the game stands and the team whose player was protested can continue in the
 1249 tournament, provided that it is not their second loss in double elimination.

1250

1251 **50.35 Penalties for Specific Rating Violations:** The following provisions apply in the scenarios as outlined:

1252 a. If a protested player's rating is increased by two (2) or more points, the player will be deemed ineligible
 1253 for the remainder of the current tournament, regardless of maintaining eligibility. In addition, the new
 1254 rating will be accounted for in the team's overall rating. Notwithstanding the penalty, the result of the
 1255 game stands and the team whose player was protested can continue in the tournament, provided that it
 1256 is not their second loss in double elimination.

1257 b. If a protested player's rating exceeds the limit for that division; the player is ineligible going forward and
 1258 can no longer play in the current GSWS. In addition, the new rating will be accounted for in the team's
 1259 overall rating. The protested team will be declared the loser of the game. The protested team can
 1260 continue to play in the tournament only if the new team rating falls in the divisional guidelines of the
 1261 division entered and provided that loss recorded on the part of the protest was not the team's second
 1262 loss in double elimination.

1263

1264 **50.36 Penalties for Numerous Rating Violations:** If a team has three (3) or more protest ratings questions
 1265 upheld, either in one (1) game or multiple games, the protested team will forfeit the last protested game and the
 1266 opponent is declared the winner. Additionally, the protested team is eliminated from the current tournament and
 1267 the protested team's member association is automatically fined \$500.00 in addition to the fines imposed in this
 1268 chapter.

1269

1270 **50.37 Dual protests:** Whenever two (2) teams shall protest each other in the same game and both teams have
 1271 not yet had a loss in double elimination and both teams have at least one (1) protest question upheld the following
 1272 shall apply:

1273 a. If the penalty for both Team A and Team B result in both teams being declared the loser, yet allowed to
 1274 remain in the tournament, then the loser of the game, as determined by the real score of the game, will
 1275 move to the loser's bracket. The winner of the game will advance to next level of the winner's bracket and
 1276 a forfeit will be declared, thus sending the team to the loser's bracket.

1277 b. If the penalty for both Team A and Team B results in both teams being declared the loser, and one (1)
 1278 team is ejected based on the result of the protest and the other team is allowed to continue based on the
 1279 result of the protest, the team that is allowed to continue will move to the loser's bracket.

1280

1281 **50.38 Rating Workshop Requirements:** Mandatory attendance of member associations is required at the Rating
 1282 Workshop held concurrently to the Winter Meetings if any of the below are true. A fine of \$100 will be assessed to
 1283 member associations required to attend the workshop and who fail to attend.

1284 a. A team of a member association lodges two (2) or more unsuccessful ratings questions during one (1)
 1285 single tournament.

1286 b. A member association has more than two (2) protest questions upheld during one single tournament.

1287

1288

CHAPTER 60 – ETHICS PROCEDURE

1289

1290 **60.01 Jurisdiction:** This chapter shall be the jurisdiction of the Ethics Committee and amended by majority at
 1291 any committee meeting, except that the amount of any fines or fees shall be the jurisdiction of the Board of
 1292 Directors and amended at any board meeting by majority.

1293 **60.02 Authority & Applicability:** The power of this organization to discipline its member associations or teams
 1294 and/or players of the individual member associations is retained by the Council through the processes in this
 1295 chapter. Penalties and sanctions as assigned by this organization only apply to membership in NAGAAA and official
 1296 events as hosted by this organization. This organization has no power to compel the suspension and/or expulsion
 1297 of individual players or teams from local member association events nor to bar member associations from
 1298 participating in any event or action other than official events of this organization. No member association's action
 1299 or inaction to discipline to its member shall apply to this organization without action by the Council.

1300
 1301 **60.03 Petition by Member Associations:** A member association and/or player may file a petition seeking
 1302 discipline against another member association and/or individual not less than ninety (90) days prior to the next
 1303 meeting of the Council. The petition shall include the following information to be accepted:

- 1304 a. Name(s) of the alleged violators
- 1305 b. Qualifying Association of the violators
- 1306 c. Date(s) of the alleged violations
- 1307 d. Reference to the rule(s) violated
- 1308 e. Brief Summary of the violation

1309
 1310 **60.04 Screening of Petition:** The Commissioner & Chair of the Ethics Committee shall screen all petitions
 1311 received and ensure that the required information is presented, and the petition is not frivolous. All attempts will
 1312 be made to assist in correcting a petition. Any petition that is screened out shall not be forwarded to the Council
 1313 for action, except that a report shall be made by the Chair to the Council of the petition and its nature. All petitions
 1314 accepted shall be forwarded for action under this chapter.

1315
 1316 **SECTION 1 – HEARING**

1317
 1318 **60.10 Hearing Procedures:** The following procedure shall be followed in all actions, except for protests, where
 1319 discipline may be applied:

- 1320 a. Hearing - Prior to disqualification by the Open Division or by an Association, a Team or Team member
 1321 must be given an opportunity for a hearing by the Council or by the ruling body of the Association to
 1322 which the team or team member belongs, except during the course of tournament play when the Protest
 1323 Process shall apply.
- 1324 b. Notification – If the Open Division is taking the action, the Open Division Secretary will notify the Team
 1325 manager and Team's member Association, at least 60 days prior to the scheduled hearing date,
 1326 electronically and/or in writing of the time, place and date of the hearing. The Association is responsible
 1327 for forwarding this information to its involved Members.
- 1328 c. Rulings - After hearing all of the evidence, the Council may take whatever action it deems necessary and
 1329 appropriate in accordance with this Code. The Association must be advised electronically and/or in writing
 1330 of the action taken. The Association is responsible for notifying its involved Member(s) of the ruling.
- 1331 d. Right of Appeal – A Team or Team member disqualified from Open Division play may appeal to the
 1332 Commissioner who shall determine if a fair hearing was held and an equitable decision reached. The
 1333 decision of the Commissioner shall be final.
- 1334 a) Timing of Appeal - Any Disqualified Team or Team member must notify the Commissioner of his/her
 1335 desire to appeal the decision within thirty (30) days of being notified of the disqualification. Such appeal
 1336 must be made in writing and sent by certified or registered mail with return receipt requested.

1337
 1338 **SECTION 2 – PENALTIES**

1339
 1340 **60.20 Sanctions Imposed by NAGAAA:** The Council's action in hearing to set sanctions as it sees fits shall be
 1341 recorded the Secretary. The Council may order financial sanctions, including fines and/or fees, which, per the
 1342 bylaws, shall be set by the Board of Directors.

1343 **60.21 Penalties Imposed by NAGAAA:** After a hearing, a Team or Team member may be disqualified for a
 1344 period of time at the discretion of the Council for violations of the rules of this organization except that the
 1345 following acts of disqualification require a minimum of one (1) year loss of eligibility in this organization:

- 1346 a. Physical violence.
- 1347 b. Commission of fraud.
- 1348 c. Accepting Cash Prizes from softball/baseball tournaments.
- 1349 d. Knowingly competing with disqualified players.
- 1350 e. Receiving money by capitalizing on athletic ability or promotion of softball or baseball goods.

1351
 1352 **60.22 Discretionary Penalties for Ratings Violations:** Any or all of the following penalties may be imposed by
 1353 the Council after a review has been completed at the following Winter Meeting:

- 1354 a. Suspension of all members and the Manager of that team from the next GSWS and/or NAGAAA Cup.
- 1355 b. Suspension of any individual determined to be involved from the next GSWS and/or NAGAAA Cup.
- 1356 c. No team from that Association allowed in that division in the next GSWS and/or NAGAAA Cup.
- 1357 d. Suspension of the Association's voting privileges.
- 1358 e. Suspension of the Association's commissioner for the next GSWS and/or any future GSWS.
- 1359 f. Permanent expulsion of the Manager.
- 1360 g. Permanent expulsion of the player(s) involved.
- 1361 h. Permanent expulsion of the Association's commissioner.
- 1362 i. Permanent expulsion of the Association.
- 1363 j. A fine.

1364
 1365 **60.23 Discretionary Penalties for Violating the non-LGBT Roster Rule:** The following penalties may be applied
 1366 for violations of the non-LGBT roster rule:

- 1367 a. A team in violation of the Non-LGBT player guidelines shall be subject to disciplinary action that may
 1368 include but is not limited to, (a) Permanent suspension of the Non-LGBT player from future GSWS and
 1369 Open Division events. (b) Disqualification and forfeiture of all the offending team's games. (c) One (1)
 1370 year's suspension of the team's Manager. (d) A fine imposed against the team's member association.
- 1371 b. Any member association official in violation of or having assisted in a violation of this rule is subject to
 1372 disciplinary action that may include, but is not limited to, (a) Permanent suspension as a member
 1373 association representative to the Open Division. (b) A one (1) year's suspension of the member
 1374 association official from participation in all Open Division activities. (c) A fine imposed against the official's
 1375 member association. (d) Forfeiture of all games played by all of the teams representing the official's
 1376 Association prior to the discovery of a violation.

1377

1378 **CHAPTER 70 – MASTER DUES, FINES, & FEES SCHEDULE**

1379

1380 **70.01 Jurisdiction:** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at
 1381 any board meeting with the exception of the dues for this organization which shall be set by the Council annually
 1382 by majority vote.

1383

1384 **70.02 Dues:** Each Association shall pay annual dues in like amount as shall be set by the Council at the previous
 1385 year's Summer Meeting. Dues shall be delivered to the Treasurer prior to the start of the Winter Meeting. Dues
 1386 must be paid prior to the start of the Winter Meeting or the Association will forfeit its right to vote until all
 1387 accounts are satisfied. Failure to pay dues shall result in fines and/or other sanctions.

1388

1389 **70.03 Fines:** The number of fines shall be determined by the Board of Directors and listed in the schedule. Fines
 1390 shall be invoiced and paid before the commencement of the next council meeting following the assessment of the
 1391 fine. Fines assessed to a Masters Division team which center on an issue connected to a player shall be assessed to
 1392 the player's qualifying association.

1393 **70.04 Appeal of Fines:** All fines, except protest fines, shall be eligible for appeal at the next regular meeting of
 1394 the council after the fine is assessed through the process established by the Ethics Committee. A fine may only be
 1395 waived by a two-thirds (2/3) vote of the Council.

1396
 1397 **70.05 Schedule:** The dues, fee, & fine schedule of this organization is:
 1398

KEY: The Index column matches the dues, fee, or fine to the corresponding deadline in the deadline schedule. The Reference column indicates the Governing Manual reference.				
DUES SCHEDULE				
INDEX	ISSUE AREA	REFERENCE	APPLICATION	AMOUNT
A	Membership Expectation	1.04(b)	Member Dues	\$350
FEE SCHEDULE				
	ISSUE AREA	REFERENCE	APPLICATION	AMOUNT
I	GSWS	30.11	Host City Bid Fee	\$1500
S	GSWS	30.21(a)	Fee for appeal of pool play forfeit disqualification	\$50
J	GSWS	30.40	GSWS Team fee	\$600/team
L	GSWS	30.41	GSWS Host Hotel Deposit	\$500/per team
--	NAGAAA Cup	40.10	NAGAAA Cup Team Fee	\$450/team
T	Protests	50.14(b)	Pool Play Protest Fee	\$50 + \$10/question
T	Protests	50.14(c)	Double Elimination Protest Fee	\$100 + \$20/question
T	Protests	50.14(a)	Non-Rating Protest Fee	\$50
FINE SCHEDULE				
	ISSUE AREA	REFERENCE	APPLICATION	AMOUNT
A	Membership Expectations	1.04(a)	Failure to pay dues	\$100
B	Membership Expectations	1.04(a)	Failure to update member association information	\$100
E	Regular Season Rosters	20.10	Fine for filing regular season rosters after deadline	\$100
F	Regular Season Rosters	20.10	Fine for changes to submitted regular season rosters	\$100
O	GSWS Rosters	20.11, 20.12,	Fine for GSWS Player Changes in roster interim period (7/31/2019 – Noon 8/23/2020) – 30 days prior to noon of Sunday Meetings	\$100 per player per occurrence
Q	GSWS Rosters	20.11 & 20.12	Fine for GSWS Administrative Changes in pool play period. (12:01pm – 08/23/2020 Close of Registration)	\$100 per player

Q	GSWS Rosters	20.11, 20.12, & 20.20	Fine for GSWS Player Changes in pool play period. (12:01pm – 08/23/2020 Close of Registration)	\$250 per player per occurrence
J	GSWS	30.40	Fine for failure to pay GSWS team fee	\$100
J	GSWS Rosters	30.43	Fine for failure to send one (1) team to GSWS	\$500
T	GSWS Rosters	20.11 & 20.12	Fine for a team violating the non-LGBT rule	\$100
T	GSWS Rosters	20.11 & 20.12	Fine for an association official assisting a team in violating the non-LGBT rule	\$100
T	Protests	50.03	Fine for failure of member association to fulfill protest duty	\$100
--	Protests	20.25 & 50.38	Fine for failure of member association to attend rating workshop	\$100
T	Protests	50.31	Fine for protests upheld on non-ratings issues	\$500
T	Protests	50.32	Fine for protest(s) upheld on a single question	\$100/question
T	Protests	50.32	Fine for protest upheld on multiple questions	The sum of the fine of all questions protested & upheld and the fine for each lesser individual question protested & upheld (EX: 5 questions upheld = \$500 + \$400 + \$300 + \$200 + \$100 = \$1500)
T	Protests	50.33	Fine for protest(s) upheld causing a team to move up a division	\$500
T	Protests	50.36	Fine for one (1) team with three (3) or more protests upheld in the duration of a single event	\$500
--	Ethics	60.22	Discretionary fine for rating violations	Amount, up to \$2500, to be determined by the Board of Directors upon application of the fine by the Ethics Committee
--	Ethics	60.23(a)	Discretionary fines for violation of the non-LGBT rule by a team	Amount, minimum \$100, to be determined by the Board of Directors upon application of

				the fine by the Ethics Committee
--	Ethics	60.23(b)	Discretionary fine for violation of the non-LGBT rule by member association officials.	Amount, minimum \$100, to be determined by the Board of Directors upon application of the fine by the Ethics Committee

NOTE: This schedule shows all fees & fines as set by the Board of Directors. Some amounts may be included in the chapters of the Governing Manual for ease of reference. In the case of any discrepancy, this schedule controls the amount of the fee and/or fine.

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70.06 Deadlines: The deadlines for certain and specific activities are as follows in the table:

KEY: The Index column matches the deadline to the corresponding due, fee, or fine in that schedule. The Reference column indicates the Governing Manual reference.				
DEADLINE TABLE				
<i>All deadlines are at 11:59pm Central on the day listed unless explicitly noted otherwise</i>				
INDEX	ISSUE AREA	REFERENCE	APPLICATION/ISSUE	DEADLINE
A	Membership Expectations	1.04(b)	Membership Dues Deadline	Prior to start of Winter Meetings
B	Membership Expectations	1.04(b)	Reporting of Member Association Changes (officers, tournaments, etc.)	Within 30 days of local change
C	Council	2.07	Deadline for Items of Business requiring Council action, not including disciplinary proceedings.	Friday prior to Winter Meeting
				Friday prior to Summer Meeting
D	Council/Ethics	60.03	Deadline for petitions for disciplinary action	Sunday of Summer Meetings
E	Regular Season Rosters	20.10	Deadline for submission of proper Regular Season rosters	July 15th
F	Regular Season Rosters	20.10	Period for late submission of or revision to Regular Season rosters; fine incurred	July 16 th
				--TO--
				July 30 th
G	Regular Season Rosters	20.10	Final Deadline for Regular Season rosters – No changes (including ratings) or submissions following this deadline.	Last day of July
H	GSWS	30.04	Deadline for nomination of umpires for GSWS	First day of the year
I	GSWS	30.21	Deadline for Host City Bid Deposit 2.5 year cycle.	January 25th 8:00am EST (2023 GSWS)
J	GSWS	30.60	GSWS Team Fee Deadline	July 15th
K	GSWS	30.60	GSWS Team Berth Reservations Deadline	July 15th
L	GSWS	30.61	GSWS Host Hotel Deposit Deadline	July 15th

M	GSWS	20.20	Deadline for proper GSWS Tournament Team Rosters	Last day of July
N	GSWS	--	Deadline for submission of USA Softball (ASA) cards (1 per team)	Last day of July
O	GSWS	20.11, 20.12, & 20.20	Period for late submission of or revision to GSWS Tournament Rosters; fine incurred for player changes, no fine for admin changes	First day of August
				--TO--
				Aug 15th 12:00pm CST PST
P	GSWS	20.11, 20.12, & 20.20	Deadline for final GSWS Tournament rosters	August 15th 12:00pm CST
Q	GSWS	20.11, 20.12, & 20.20	Period for revision to GSWS Tournament Rosters; fine incurred	August 15th 12:01pm CST
				--TO--
				Close of registration for that team's division
R	GSWS	20.11 & 20.12	Deadline to cancel GSWS Team berth reservation (with refund)	Last day of July
S	GSWS	30.41(a)	Deadline to appeal forfeit games in pool play of GSWS	Prior to beginning of double elimination in the team's division
T	GSWS	50.14(b)	Deadline to pay Protest fees	Due at the time of filing a protest
U	GSWS	30.41 (a)	Request a refund to GSWS hotel deposit	First day of December following GSWS
V	Hall of Fame	100.04	Hall of Fame Nomination period opens	June 1st 12:01am CST
W	Hall of Fame	100.04	Hall of Fame Nomination period closes	January 15th
X	Hall of Fame	100.05	Hall of Fame Nominations & ballots delivered to members	January 31st 12:00am CST
Y	Hall of Fame	100.05	Hall of Fame Ballots due	March 3rd
Z	Hall of Fame	100.06	Hall of Fame Chair notifies nominators of results of election	March 17th
AA	Hall of Fame	100.08	Deadline for Hall of Fame Booster Club donations for program inclusion	First day of August
AB	Board of Directors	4.01	Deadline for Board of Directors revision of deadlines	March 31 & October 31 of each year
AC	NAGAAA Cup	40.10	Deadline for Intent to Bid for NAGAAA Cup 2021	First day of March
AD	NAGAAA Cup	40.11	Deadline to accept invitation to NAGAAA Cup based on prior year GSWS final standings	First day of December 11:59pm CST
AE	NAGAAA Cup	40.11	Deadline to pay team fee for NAGAAA Cup	February 15th 11:59pm CST

AF	NAGAAA Cup	40.11	Deadline to submit rosters for NAGAAA Cup; no changes allowed following this deadline	February 25th 11:59pm CST
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NOTE: This table includes deadlines set by the Board of Directors and those set by the Council and/or committees for the ease of reference of the members. If there are any discrepancies between the language in the chapters of the Governing Manual and this table, this table shall be considered to be the correct deadline.

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CHAPTER 80 – BUDGET & FISCAL POLICY

80.01 Jurisdiction: This chapter shall be the jurisdiction of the Council and amended by majority at any council meeting except that the amount of any fees shall be the jurisdiction of the Board of Directors and amended at any board meeting by majority.

80.02 Payments: All payments of any amount to this organization shall be made in form of check, credit card, or wire transfer. Cash payments may only be accepted for the payment of protest fees.

80.03 Revenue Sharing from Funds Not Restricted: Any sponsorship funds collected by NAGAAA and allocated by the sponsor for member associations, shall be disbursed by the Treasurer to all member associations in good standing. The funds shall be distributed equally. Member associations will only be eligible for these funds when in compliance with any and all terms and conditions required by sponsor.

80.04 Administrative Fee for Sponsorships: Notwithstanding other provisions of this chapter, all corporate sponsorships shared with member associations and GSWS or NAGAAA Cup host cities will incur a five-percent (5%) fee. At the end of each fiscal year, this administrative fee will be dispersed to all participating member associations as designated by the corporate sponsors for that year and the remainder of the funds are to be disbursed equally to all non-participating member associations. The funds will be dispersed to each league at the Winter Meetings of the completed fiscal year.

80.05 Commissions Due to Member Associations: NAGAAA shall credit to member associations two and one-half percent (2.5%) of any corporate sponsor lead that member association provides to NAGAAA that materializes in a new corporate sponsorship. This two and one-half percent (2.5%) shall be an annual commission for as long as that corporate sponsor remains a corporate sponsor. The two and one-half percent (2.5%) shall be on sponsorship funds allocated to NAGAAA and not on sponsorships earmarked for distribution to member associations.

CHAPTER 81 – MASTER COMPENSATION SCHEDULE

81.01 Jurisdiction: This chapter shall be the jurisdiction of the Board of Directors and amended by majority at any board meeting.

81.02 Salaries & Benefits: No person shall be considered an employee eligible for full-time or part-time employment in this organization unless authorized in this chapter.

81.03 Numbers of Persons: Unless specifically stated in the bylaws or policies of this organization, the Board of Directors shall determine the number of persons appointed to specific roles as needed.

81.04 Meeting per diems: A \$50 per day per diem shall be paid to the Board of Directors, Committee Chairs, & Parliamentarian for the duration of any regular and/or special meeting of the Council. The Umpire-in-Chief is granted a \$300 per diem for the duration of the summer meetings to prepare for the GSWS.

81.05 Tournament per diems: A \$50 per day per diem shall be paid to the Board of Directors, Athletic Director, Assistant Athletic Director(s), Protest Chair and Assistant Protest Chair(s) for every day present and working during the duration of the GSWS and NAGAAA Cup. A \$350 per day per diem shall be paid to the Umpire-in-Chief for the

1448 duration of the GSWS and NAGAAA Cup. A \$175 per day per diem shall be paid to the Assistant Umpire(s)-in-Chief
 1449 for the duration of the GSWS and NAGAAA Cup.

1450

1451 **81.06 Umpires:** Umpires for the GSWS and NAGAAA Cup shall be paid \$30 for each game officiated. The Board
 1452 of Directors may provide merit bonuses not to exceed \$500 to the Umpire-in-Chief and Assistant Umpire-in-
 1453 Chief(s) as they see fit.

1454

1455 **81.07 Expenses:** The Board of Directors shall determine and pay the reasonable and necessary expenses for the
 1456 compensated volunteers of this organization which shall include, but are not limited to, travel expenses, car rental,
 1457 hotel and lodging.

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CHAPTER 85 – CONFLICT OF INTEREST POLICY

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1461 **85.01 Jurisdiction:** This chapter shall be the jurisdiction of the Council and amended by majority at any council
 1462 meeting.

1463

1464 **85.02 Purpose:** The purpose of this conflict of interest policy is to protect this tax-exempt organization's
 1465 (NAGAAA Open Softball Division Inc) interest when it is contemplating entering into a transaction or arrangement
 1466 that might benefit the private interest of an officer or director of the Organization or might result in a possible
 1467 excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal
 1468 laws governing conflict of interest applicable to nonprofit and charitable organizations.

1469

1470 **85.03 Definitions:** The following definitions apply to this chapter:

1471

a. Interested Person - Any director, principal officer, or member of a committee with governing board
 1472 delegated powers, who has a direct or indirect financial interest, as defined below, is an interested
 1473 person.

1474

b. Financial Interest - A person has a financial interest if the person has, directly or indirectly, through
 1475 business, investment, or family: (a) An ownership or investment interest in any entity with which the
 1476 Organization has a transaction or arrangement, (b) A compensation arrangement with the Organization or
 1477 with any entity or individual with which the Organization has a transaction or arrangement, or (c) A
 1478 potential ownership or investment interest in, or compensation arrangement with, any entity or
 1479 individual with which the Organization is negotiating a transaction or arrangement. Compensation
 1480 includes direct and indirect remuneration as well as gifts or favors that are not insubstantial. A financial
 1481 interest is not necessarily a conflict of interest. Under this chapter, a person who has a financial interest
 1482 may have a conflict of interest only if the appropriate governing board or committee decides that a
 1483 conflict of interest exists.

1484

1485 **85.04 Annual Statements:** Each director, principal officer and member of a committee with governing board
 1486 delegated powers shall, prior to each meeting, sign a statement which affirms such person:

1487

a. Has received a copy of the conflicts of interest policy,

1488

b. Has read and understands the policy,

1489

c. Has agreed to comply with the policy, and

1490

d. Understands the Organization is charitable and in order to maintain its federal tax exemption it must
 1491 engage primarily in activities which accomplish one (1) or more of its tax-exempt purposes.

1492

1493 **85.05 Compensation:** A voting member of the governing board who receives compensation, directly or
 1494 indirectly, from the Organization for services is precluded from voting on matters pertaining to that member's
 1495 compensation. A voting member of any committee whose jurisdiction includes compensation matters and who
 1496 receives compensation, directly or indirectly, from the Organization for services is precluded from voting on
 1497 matters pertaining to that member's compensation. No voting member of the governing board or any committee
 1498 whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the
 1499 Organization, either individually or collectively, is prohibited from providing information to any committee
 1500 regarding compensation.

1501 **SECTION 1 – PROCEDURES**

1502

1503 **85.10 Procedures:** This organization shall follow the procedures listed in this section to determine if a conflict
1504 exists.

1505

1506 **85.11 Duty to Disclose:** In connection with any actual or possible conflict of interest, an interested person must
1507 disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the
1508 directors and members of committees with governing board delegated powers considering the proposed
1509 transaction or arrangement.

1510

1511 **85.12 Determining Whether a Conflict of Interest Exists:** After disclosure of the financial interest and all
1512 material facts, and after any discussion with the interested person, he/she shall leave the governing board or
1513 committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining
1514 board or committee members shall decide if a conflict of interest exists.

1515

1516 **85.13 Procedures for Addressing the Conflict of Interest:** An interested person may make a presentation at the
1517 governing board or committee meeting, but after the presentation, he/she shall leave the meeting during the
1518 discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest. The
1519 chairperson of the governing board or committee shall, if appropriate, appoint a disinterested person or
1520 committee to investigate alternatives to the proposed transaction or arrangement. After exercising due diligence,
1521 the governing board or committee shall determine whether the Organization can obtain with reasonable efforts a
1522 more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of
1523 interest. If a more advantageous transaction or arrangement is not reasonably possible under circumstances not
1524 producing a conflict of interest, the governing board or committee shall determine by a majority vote of the
1525 disinterested directors whether the transaction or arrangement is in the Organization's best interest, for its own
1526 benefit, and whether it is fair and reasonable. In conformity with the above determination it shall make its decision
1527 as to whether to enter into the transaction or arrangement.

1528

~~1529~~ **1529** **Violations of the Conflicts of Interest Policy:** If the governing board or committee has reasonable cause to believe
1530 a member has failed to disclose actual or possible conflicts of interest it shall inform the member of the basis for
1531 such belief and afford the member an opportunity to explain the alleged failure to disclose. If, after hearing the
1532 member's response and after making further investigation as warranted by the circumstances, the governing
1533 board or committee determines the member has failed to disclose an actual or possible conflict of interest, it shall
1534 take appropriate disciplinary and corrective action.

1535

1536 **85.15 Records of Proceedings:** The minutes of the governing board and all committees with board delegated
1537 powers shall contain: (a) the names of the persons who disclosed or otherwise were found to have a financial
1538 interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action
1539 taken to determine whether a conflict of interest was present, and the governing boards or committee's decision
1540 as to whether a conflict of interest in fact existed.; and (b) the names of the persons who were present for
1541 discussions and votes relating to the transaction or arrangement, the content of the discussion, including any
1542 alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the
1543 proceedings.

1544

1545 **SECTION 2 – PERIODIC REVIEWS**

1546

1547 **85.20 Periodic Reviews:** To ensure the Organization operates in a manner consistent with charitable purposes
1548 and does not engage in activities that could jeopardize its tax- exempt status, periodic reviews shall be conducted.
1549 The periodic reviews shall, at a minimum, include the following subjects:

1550

a. Whether compensation arrangements and benefits are reasonable, based on competent survey
1551 information, and the result of arm's length bargaining.

1552

b. Whether partnerships, joint ventures, and arrangements with management organizations conform to the
1553 Organization's written policies, are properly recorded, reflect reasonable investment or payments for

1554 goods and services, further charitable purposes and do not result in inurement, impermissible private
 1555 benefit or in an excess benefit transaction.
 1556

1557 **85.21 Use of Outside Experts:** When conducting the periodic reviews as provided for in this chapter, NAGAAA
 1558 Open Division Inc., may, but need not, use outside advisors. If outside experts are used, their use shall not relieve
 1559 the governing board of its responsibility for ensuring periodic reviews are conducted.
 1560

1561 CHAPTER 90 – DRAFTING & REVISION MANUAL

1562
 1563 **90.01 Jurisdiction:** This chapter shall be the jurisdiction of the Governance Committee and amended by majority
 1564 at any committee meeting.
 1565

1566 SECTION 1 – FORM & STYLE OF GOVERNING DOCUMENTS

1567
 1568 **90.10 General Form:** This organization utilizes a consolidated governance manual which shall include the
 1569 Articles of Incorporation, Bylaws, and subordinate policies. All distinct policy measures shall be located within
 1570 chapters of this manual.
 1571

1572 **90.11 Structure of Manual:** The manual shall be divided into four (4) volumes, each with individual chapters
 1573 which may contain individual sections and/or sub-sections. Volumes shall be denoted by Roman numeral. Chapters
 1574 & sections shall be denoted by Arabic numeral. Each chapter shall have sub-sections denoted by Arabic numeral
 1575 with at least two (2), but no more than three (3), decimal places listed and may or may not have sections listed. No
 1576 subsection shall be placed in a section if the first number to the right of the decimal point is a zero. Each sub-
 1577 section placed within a section shall have the first number to the right of the decimal point correspond to the
 1578 number of the section. Any delineation of a sub-section is limited to one (1) order which shall be indicated with a
 1579 small-case letter of the Latin alphabet. Notwithstanding this section, the Articles of Incorporation shall be
 1580 presented as filed with the State of Wisconsin. The entire governance manual shall contain line numbers, running
 1581 in continuous fashion for ease of reference.
 1582

1583 **90.12 Headlines without Authority:** The table of contents of the governance manual and/or headlines of
 1584 chapters, sections, and/or sub-sections are without authority and listed for reference purposes only. The
 1585 Governance Committee shall alter the table and/or headlines to best reflect the contents as it sees fit.
 1586

1587 **90.13 Pronoun Usage:** In all cases in this organization, the use of any pronoun shall apply to any gender identity.
 1588

1589 **90.14 Standard Usage of Common terms:** The following terms shall be applied in the following manner:
 1590 a. Organization – NAGAAA, Open Softball Division, Inc.
 1591 b. Member Association – an individual member league who is recognized as a member of the organization.
 1592 Delegate or council member, not including a member of the board, may be used in place of member
 1593 association.
 1594 c. Board – the NAGAAA Board of Directors
 1595

1596 SECTION 2 – AMENDMENTS

1597
 1598 **90.20 Amendments:** The Governance Committee shall prepare a standard form for council & committee use for
 1599 amendments to the governance manual. Amendments shall be reviewed by the committee and/or parliamentarian
 1600 who shall concur that the amendment conforms to the form and style of the governing manual. A non-concurrence
 1601 by the committee and/or parliamentarian shall not prevent action on the amendment but shall be relayed to the
 1602 Council and/or committee of jurisdiction.
 1603

1604 **90.21 Revisions:** Upon adoption, the committee shall assist the parliamentarian and/or Secretary in preparing
 1605 adopted revisions to the manual for publication.

1606 **90.22 Notice of Revisions:** The Secretary shall provide notice to the members whenever revisions are authorized
1607 by the body of jurisdiction and published by the Secretary.

1608
1609 **90.23 Annotations of Changes:** The committee, in conjunction with the Secretary, shall compile and record a
1610 cross-reference log of amendments adopted to the governance manual and the minutes of the action.

1611
1612**VOLUME IV - ADMINISTRATIVE POLICIES**

VOLUME 4			PAGE
Administrative Policies	Chapter 100	NAGAAA Hall of Fame	42
	Chapter 101	NAGAAA Archives	44
	Chapter 110	Job Descriptions of the Board of Directors	44
	Chapter 111	Job Descriptions of the Appointed Officers of the Board of Directors & This Organization	53
	Chapter 115	Nomination Process for Candidates for the Board of Directors	54
	Chapter 116	Background Check Policy for Candidates for the Board of Directors	55
	Chapter 200	Regular Season Roster Submission Policy	56
	Chapter 250	Ineligible Player Roster & Policy	57
	Chapter 300	GSWS Tournament Roster Submission Policy	57
	Chapter 305	GSWS Host Hotel Deposit & Requirements	58
	Chapter 331	GSWS Umpire Selection Policy	59
	Chapter 341	GSWS Host City Metropolitan Areas	60
	Chapter 810	Payment Terms of Sponsorship Contracts	61

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1637**CHAPTER 100 – NAGAAA HALL OF FAME**

100.01 Jurisdiction: This chapter shall be the jurisdiction of the Board of Directors and amended by majority at any board meeting.

100.02 Purpose & Authority: There is created the NAGAAA Hall of Fame which shall be a program of this organization. The purpose of this program is to recognize the individuals that have made a significant contribution to the NAGAAA organization, the game, and the LGBTQ+ community. The authority for this program is found in 4.01 of the Governing Manual.

100.03 Membership & Leadership: Membership in the Hall of Fame is achieved through election by two-thirds (2/3) vote of the living members of the Hall of Fame voting on the annual ballot or through selection by the Veterans sub-committee of the Hall of Fame. Leadership of the Hall of Fame is vested in the Chair of the Hall of Fame program as appointed. The chair shall make recommendations to the Board of Directors on policies and matters affecting the Hall of Fame, coordinate administrative operations for the Hall of Fame, and facilitate dialogue with the Council at the bi-annual Council meetings. The chair shall work collaboratively with the Hall of Fame Board Liaison. Any duty or task of this chapter may be performed by the chair or board liaison regardless of the strictures of this chapter when agreed to by both parties.

- a. Members of the former NAGAAA Women's Division Hall of Fame shall not be considered members of this Hall of Fame. Any individual may utilize years of membership in the former Women's Division to achieve the minimum requirement of membership for this program.

100.04 Nomination of Members: Nominations for membership in the Hall of Fame shall be made in the form and manner provided for by the Hall of Fame chair and in the established time period listed in this chapter. There are no restrictions on whom may make a nomination for the Hall of Fame. Nominees must have been active in

1638 NAGAAA for at least ten (10) years to be nominated. The chairperson of the Hall of Fame shall communicate to the
 1639 living members of the Hall of Fame all deadlines for nominations and issue appropriate reminder as they see fit.
 1640

1641 **100.05 Election of Members:** By the date listed in this chapter, the Hall of Fame Chair shall send all legal
 1642 nominations to the members of the Hall of Fame with a ballot for each nomination. The Chair shall work in
 1643 conjunction with the Webmaster to make ballot access feasible for the members of the Hall of Fame. Each living
 1644 Hall of Fame member shall vote “Yes” or “No” indicating whether or not to permit membership for the nominee.
 1645 The ballots shall be returned by the date listed in this chapter. The Hall of Fame Chair and Board Liaison shall
 1646 individually review, tally, and audit the ballots to determine the number of votes each nominee received and if
 1647 election was achieved.

1648 a. At the close of the balloting process described in this section, the Chair shall appoint the Veterans
 1649 Committee, consisting of twelve (12) living Hall of Fame members. The Chair shall forward all nominations
 1650 (with biographical information) which received at least fifty percent (50%) of the votes of the living
 1651 members but were not elected to the Hall of Fame to these committee members.

1652 b. Notwithstanding this section, the Veterans committee, shall be granted seven (7) days to review the
 1653 nominations and each member shall cast a ballot of “Yes” or “No” for each nomination. The Veterans
 1654 committee shall elect, by a two-thirds (2/3) vote of their number voting, any number of persons to the
 1655 Hall of Fame deserving of the recognition consistent with the purposes of this program and regardless of
 1656 nomination or election by the balance of the existing Hall of Fame members. The Chair and Board Liaison
 1657 shall audit the results of the Veterans Committee.
 1658

1659 **100.06 Results of Election:** No later than June 15, and beginning in 2020 and thereafter, no later than March 1,
 1660 the Hall of Fame Chair shall notify each nominator of an elected nominee of the results of the balloting who shall
 1661 be provided one (1) week to communicate to the nominees the results of the election. Following this notice, the
 1662 Hall of Fame Chair shall draft a communication to the Hall of Fame and Board of Directors the identities of the
 1663 newly elected members of the Hall of Fame. The Chair shall report the results to the members of the Hall of Fame.
 1664 The Secretary shall report this information to the NAGAAA Council, member associations, and the general public.
 1665

1666 **100.07 Hall of Fame Induction:** Newly elected members of the Hall of Fame shall be inducted at a dinner held in
 1667 conjunction with the annual Gay Softball World Series (GSWS). Inductees shall receive one (1) complimentary
 1668 ticket to the event. The Induction Dinner shall be a NAGAAA sanctioned event and subject to all policies and
 1669 procedures of this organization.

1670 a. At the winter meeting in the year of the GSWS, the Host City shall provide to the chair a list of available
 1671 venue options for the Hall of Fame dinner. Within sixty (60) days of the adjournment of the Winter
 1672 Meeting, the Hall of Fame chair shall have selected a venue, prepared a draft contract for review by the
 1673 Operations Director and execution by the Commissioner, and communicated said to the Host City and
 1674 Board of Directors. The venue and conduct of the dinner shall conform to guidelines created and
 1675 maintained by the Chair.

1676 b. The Chair shall be responsible for creating the program of the Induction dinner, designing and procuring
 1677 the new inductee shirts, and general logistics and operations of the induction.
 1678

1679 **100.08 Suspension of Rights & Privileges:** Any member of the Hall of Fame not in good standing as a member of
 1680 NAGAAA shall be suspended of all rights and privileges as a member of the Hall of Fame, including participation in
 1681 any NAGAAA sanctioned event until compliance is achieved and good-standing restored in the determination of
 1682 the Hall of Fame chair and NAGAAA Treasurer.

1683 a. Not in good standing shall be liberally construed and interpreted to indicate any member who is deemed
 1684 ineligible by this organization to participate in any NAGAAA sanctioned event for any variety of reasons.
 1685

1686 **100.09 Deadlines:** The deadlines established for the Hall of Fame shall be incorporated into the Master Deadline
 1687 schedule of this organization.

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CHAPTER 101 – NAGAAA ARCHIVES

101.01 Jurisdiction: This chapter shall be the jurisdiction of the Board of Directors and amended by majority at any board meeting.

101.02 Purpose & Authority: There is created the NAGAAA Archives which shall be a program of this organization. The purpose of this program is to preserve and commemorate the history of the organization, its significance, and the people who founded, sustained, and contributed to its legacy. The authority for this program is found in 4.01 and 3.01(j) of the Governing Manual.

101.03 Chair Authorized to Act: The chair of the NAGAAA Archives, as appointed pursuant to the Bylaws, is authorized to collect, organize, store, and display artifacts and memorabilia (real and/or virtual), which are representative of the organization and events, subject to the authorized budget of this program.

CHAPTER 110 – JOB DESCRIPTIONS OF THE BOARD OF DIRECTORS

(NOTE: These chapters contain some revisions to Board of Directors job descriptions following changes to the Board structure approved by the Council. The Board will complete the revisions in the spring and summer of 2019 and provide a further revision.)

110.01 Jurisdiction: This chapter shall be the jurisdiction of the Board of Directors and amended by majority at any board meeting.

110.02 Purpose & Authority: The purpose of this program is to list, detail, and report the job descriptions of the officers of this organization and other select offices as determined by the Board of Directors. The authority for this program is found in 4.04 of the Governing Manual.

110.03 Members of the Board of Directors: All elected officers of this organization are members of the Board of Directors.

SECTION 1 – GENERAL BOARD MEMBER JOB DESCRIPTION

110.10 General Responsibilities of All Board Members: Every member of the Board of Directors is responsible for:

- a. Overall governance of NAGAAA by establishing and monitoring policies and programs and supporting development and effectiveness of Board of Directors.
- b. Establish strategic purpose and direction for NAGAAA by participating in regular working sessions to create operating policies and procedures and monitoring its performance.
- c. Represent NAGAAA and its programs and services to stakeholders, including delegate, member associations, players, Hall of Famers, sponsors and partners.
- d. Demonstrate fiscal responsibility and ensure the financial health of NAGAAA through conformance to up-to-date fiscal policies and procedures and through ongoing analysis of financial reports.
- e. Ensure effective performance of NAGAAA's programs through ongoing program planning and evaluation.
- f. Ensure conformance to federal, state, and local laws and agency policies and procedures.

110.11 General Duties of All Board Members: Every member of the Board of Directors has the following duties:

- a. Attends all board meetings, including working sessions, and votes as a member in good standing.
- b. Serves on at least one committee and attends 80% of committee meetings.
- c. Builds collegial working relationship that contributes to consensus.
- d. Contributes financially as able to NAGAAA.
- e. Attends all Council meetings, the GSWS, & NAGAAA Cup.
- f. Makes serious commitment to participate actively in Board and committee work.
- g. Volunteers for and willingly accepts assignments and completes them thoroughly and on time.

- 1741 h. Stays informed about Board policies and committee matters, prepares themselves well for meetings, and
 1742 reviews and comments on minutes and reports.
 1743

1744 **110.12 General Time & Financial Commitment of Board Members:** Every member of the Board of Directors will
 1745 have varying amounts of time required for their specific office. Each Board member should expect and be prepared
 1746 to dedicate at least 500 hours over a calendar year to the work of the organization with a rapidly changing
 1747 schedule. Financial support of the organization is encouraged. Membership on the Board is a serious role and will
 1748 require significant time away from family, work, and local community.
 1749

1750 **110.13 Benefits of Board Members:** Service on the Board of Directors is a rewarding opportunity to lead a
 1751 significant and relevant organization to the lives of LGBTQ+ athletes. It is a privilege and honor to be a leader of
 1752 this organization and be leaders building the foundation of future success of this organization.
 1753

1754 SECTION 2 – COMMISSIONER

1755 **110.20 Officer Title:** Commissioner
 1756

1757 **110.21 Responsibilities:** The Commissioner is responsible and accountable for the following objectives, tasks,
 1758 roles, and duties:
 1759

- 1760 a. **Vision & Mission:** The Commissioner shall communicate the mission and vision of this organization,
 1761 coordinate and lead the strategic thinking towards the establishment of long and short-term goals, lead
 1762 the board in developing a mission driven culture, and work to create a culture of mutual respect and
 1763 inclusiveness.
 1764 b. **Leadership Development:** The Commissioner shall recruit and develop leaders to serve on committees
 1765 of this organization, ensure the participation of elected and appointed leaders of this organization.
 1766 c. **Management:** The Commissioner shall ensure adherence to legal standards and ethical norms and be
 1767 responsible for the management of this organization, including responsibility for compliance with the
 1768 governing documents and internal policies of this organization.
 1769 d. **External Relations:** The Commissioner shall be responsible for the external relations of this organization
 1770 and act as the ambassador for the organization.
 1771

1772 **110.22 Duties:** In fulfilling the responsibilities of office, the Commissioner shall perform the following duties:
 1773

- 1774 a. Preside over meetings of the council, board, host cities and committee chairs.
 1775 b. Oversee the general operations of the NAGAAA Board and the organization.
 1776 c. Set meeting dates and prepare agendas.
 1777 d. Review agendas and supporting materials prior to meetings.
 1778 e. Attend all board meetings and other meetings necessary for the operation of the organization.
 1779 f. Appoint the Parliamentarian at each Council meeting.
 1780 g. Negotiate and execute all contracts for this organization.
 1781 h. Coordinate and partner with the Treasurer to create a proposed annual budget.
 1782 i. Serve as co-signer of NAGAAA checking account.
 1783 j. Maintain an acute working knowledge of the issues pertaining to NAGAAA.
 1784 k. Provide leadership support and advice to the officers and leaders of this organization.
 1785 l. Manage communications and documents for Membership Applications, Proof of Voting Rights, and GSWS
 1786 bid intents.
 1787 m. Attend GSWS.
 1788 n. Other duties as prescribed by the governing documents of this organization.
 1789 o. Other duties as determined by the Board of Directors.

1790 **110.23 Knowledge, Skills, & Abilities:** The Commissioner should demonstrate understanding and competence
 1791 in the following knowledge, skills, & abilities:

- 1792 a. Professional experience with leadership training.
 1793 b. Diplomatic Skills.

- 1794 c. A natural affinity for cultivating relationships.
 1795 d. Public Speaking.
 1796 e. Passion for improving lives.
 1797 f. Commitment to the mission and vision of the organization.
 1798

1799 **110.24 Time & Financial Commitment:** The Commissioner should be prepared to dedicate significant amounts
 1800 of time to the leadership of and planning for this organization, including significant time apart from family,
 1801 relationships, and work. The Commissioner must have the ability to travel. Attendance at and work for this
 1802 organization will consume roughly 2,500 – 3,000 hours per calendar year.
 1803

1804 **110.25 Benefits:** The benefits of this office include travel opportunities across North America, increased
 1805 networking opportunities with other athletic organizations, commercial enterprises, and non-profit organizations,
 1806 interaction and leadership with an international organization, refining and sharpening of management and
 1807 organizational skills, and development of life-long and rewarding relationships with LGBTQ+ leaders and athletes.
 1808

1809 **110.26 Programs:** The Commissioner serves *ex officio* to all NAGAAA Programs.
 1810

1811 **110.27 Committees:** The Commissioner serves *ex officio* in all NAGAAA Committees and is the designated
 1812 liaison of the Board to the Hall of Fame and Archives Program committees.
 1813

1814 SECTION 3 – DIRECTOR OF COMPETITION

1815 **110.30 Officer Title: Director of Competition**

1816
 1817
 1818 **110.31 Responsibilities:** The Director of Competition is responsible and accountable for the following
 1819 objectives, tasks, roles, and duties:

- 1820 a. Competition: The NAGAAA ratings, rules of fair play, protests, and other relevant issues of the game.
 1821 b. Leadership: The Director of Competition is responsible for maintaining a working relationship with the
 1822 Commissioner and other officers and knowledge of the mission and vision of this organization.
 1823

1824 **110.32 Duties:** In fulfilling the responsibilities of office, the Director of Competition shall perform the following
 1825 duties:

- 1826 a. Oversee operation of the NAGAAA roster and player database.
 1827 b. Oversee the NAGAAA rating system.
 1828 c. Attend all board meetings and other meetings necessary for the operation of the organization.
 1829 d. Maintain an acute working knowledge of the issues pertaining to NAGAAA.
 1830 e. Provide leadership support and advice to the officers and leaders of this organization.
 1831 f. Attend GSWS.
 1832 g. Other duties as prescribed by the governing documents of this organization.
 1833 h. Other duties as determined by the Commissioner and/or the Board of Directors.
 1834

1835 **110.33 Knowledge, Skills, & Abilities:** The Director of Competition should demonstrate understanding and
 1836 competence in the following knowledge, skills, & abilities:

- 1837 a. Effective communication including facilitating group discussions and oral and written skills.
 1838 b. Management of people.
 1839 c. Policy and process development.
 1840 d. Diplomatic Skills.
 1841 e. Problem solving ability, including technology awareness for emerging solutions.
 1842 f. Prioritize competing interests and goals, manage time to ensure successful completion of all work
 1843 assignments and engage constituents to acquire feedback and insights.
 1844 g. Maintain a thorough understanding of the NAGAAA Rating System, the Protest Process Protocols, USA
 1845 Softball rules, NAGAAA's Delegate Toolkit and online tools.

1846 **110.34 Time & Financial Commitment:** The Director of Competition should be prepared to dedicate significant
 1847 amounts of time to the administration and execution of NAGAAA sanctioned tournaments, including significant
 1848 time apart from family, relationships, and work during those periods. The Director of Competition must have the
 1849 ability to travel. Attendance at and work for this organization will consume roughly 1,500-2,000 hours per calendar
 1850 year.

1851
 1852 **110.35 Benefits:** The benefits of this office include travel opportunities across North America, operating and
 1853 administering the largest LGBTQ+ single sport week-long event in the world, increased networking opportunities
 1854 with other athletic organizations, commercial enterprises, and non-profit organizations, interaction and leadership
 1855 with an international organization, refining and sharpening of management and organizational skills, and
 1856 development of life-long and rewarding relationships with LGBTQ+ leaders and athletes.

1857
 1858 **110.36 Programs:** The Director of Competition is not assigned to any program but assists as requested and
 1859 able.

1860
 1861 **110.37 Committees:** The Director of Competition is the designated liaison of the Board to the Competition
 1862 committee.

1863
 1864 **SECTION 4 – SECRETARY**

1865
 1866 **110.40 Officer Title:** Secretary

1867
 1868 **110.41 Responsibilities:** The Secretary is responsible and accountable for the following objectives, tasks, roles,
 1869 and duties:

- 1870 a. **Governing Documents:** The Secretary shall maintain, update, and record all governing documents and
 1871 official actions of this organization, including the minutes and action of the Council and Board of
 1872 Directors.
 1873 b. **Communication:** The Secretary shall maintain and execute all official internal communications to the
 1874 member associations, council, committee chairs, and other relevant parties.
 1875 c. **Marketing/Brand:** The Secretary shall ensure the organization's website and social media are updated and
 1876 maintained.

1877
 1878 **110.42 Duties:** In fulfilling the responsibilities of office, the Secretary shall perform the following duties:

- 1879 a. Maintain and utilize an email system for all levels of administration.
 1880 b. Record and develop minutes from council meetings.
 1881 c. Update and manage Governing Manual.
 1882 d. Collect member association information that is beneficial to the Board of Directors including: Officer
 1883 Positions, tournament information, Voting Representative declaration, USA Softball membership of
 1884 teams.
 1885 e. Coordinate order of Board shirts with NAGAAA Apparel Vendor.
 1886 f. Facilitate Host Hotel blocks for all meetings under the direction of the Commissioner.
 1887 g. Communicate and interact with voting representatives and member associations.
 1888 h. Distribute constituent emails received from NAGAAA website to appropriate officer for response.
 1889 i. Facilitate any necessary filings of administrative changes for NAGAAA that occur.
 1890 j. Manage NAGAAA social media outlets.
 1891 k. Manage Survey Monkey account.
 1892 l. Collect USA Softball proof for teams participating in GSWS and NAGAAA Cup.
 1893 m. Produce necessary documents for meetings.
 1894 n. Maintain a history of NAGAAA documentation through Google Drive.
 1895 o. Participate in Board Conference Calls and Council Meetings.
 1896 p. Assist w/preparation for Council Meetings.
 1897 q. Develop and implement a marketing plan for expanding awareness and elevating the NAGAAA brand to all
 1898 audiences internal and external.

- 1899 r. Prepare and distribute press releases and marketing communications that promote NAGAAA's brand and
 1900 our events.
 1901 s. Oversee all NAGAAA social media (Facebook, Twitter, Instagram, etc.).
 1902 t. Update and maintain the NAGAAA website.
 1903 u. Provide support to Board members as requested.
 1904 v. Attend GSWS.
 1905 w. Assist w/GSWS (as assigned by Athletic Director).
 1906 x. Other duties as prescribed by the governing documents of this organization.
 1907 y. Other duties as determined by the Commissioner and/or the Board of Directors.
 1908

1909 **110.43 Knowledge, Skills, & Abilities:** The Secretary should demonstrate understanding and competence in the
 1910 following knowledge, skills, & abilities:

- 1911 a. Good communications skills.
 1912 b. Able to speak in front of large groups.
 1913 c. Good organizational skills.
 1914 d. Basic computer knowledge.
 1915 e. Advanced knowledge of Email, Google Drive, and Microsoft Office.
 1916 f. Ability to travel.
 1917

1918 **110.44 Time & Financial Commitment:** The Secretary should be prepared to dedicate significant amounts of time
 1919 to the administration and execution of the duties of the office, including significant time apart from family,
 1920 relationships, and work. The Secretary must have the ability to travel. Attendance at and work for this organization
 1921 will consume roughly 800-1,000 hours per calendar year.
 1922

1923 **110.45 Benefits:** The benefits of this office include travel opportunities across North America, interaction and
 1924 leadership with an international organization and its members, refining and sharpening of management and
 1925 organizational skills, and development of life-long and rewarding relationships with LGBTQ+ leaders and athletes.
 1926

1927 **110.46 Programs:** The Secretary is not assigned to any program but assists as requested and able.
 1928

1929 **110.47 Committees:** The Secretary is the designated liaison of the Board to the Marketing Communications and
 1930 Governance committees.
 1931

1932 SECTION 5 – TREASURER

1933 **110.50 Officer Title:** Treasurer
 1934

1935 **110.51 Responsibilities:** The Treasurer is responsible and accountable for the following objectives, tasks, roles,
 1936 and duties:
 1937

- 1938 a. Account & Investment management
 1939 b. Financial transaction oversight
 1940 c. Budget development & compliance
 1941 d. Financial Policies development & compliance
 1942 e. Reporting of fiscal status
 1943

1944 **110.52 Duties:** In fulfilling the responsibilities of office, the Treasurer shall perform the following duties:
 1945

- 1946 a. Selection & designation of financial institutions
 1947 b. Creating and serving as legal signatory on checks
 1948 c. Managing investments of excess and reserve funds
 1949 d. Ensure the organizations financial activities are in compliance with G.A.A.P. (Generally Accepted
 Accounting Principles) and IRS code pertaining to 501c3 status of the organization
 1950 e. Be knowledgeable about who has access to the organization's funds
 1951 f. Be knowledgeable of any outstanding bills or debts owed

- 1952 g. Develop systems for keeping cash flow manageable
- 1953 h. Develop the annual budget as well as comparing the actual revenues and expenses incurred against the
- 1954 budget.
- 1955 i. Overseeing the development of and compliance with the organization's financial policies.
- 1956 j. Report regularly to the Board of key financial events, trends, concerns, and assessment of fiscal health
- 1957 k. Complete required financial reporting forms in a timely fashion and report said to the board
- 1958 l. Provide support to Board members as requested.
- 1959 m. Attend GSWS.
- 1960 n. Assist w/GSWS (as assigned by Athletic Director).
- 1961 o. Other duties as prescribed by the governing documents of this organization.
- 1962 p. Other duties as determined by the Commissioner and/or the Board of Directors.

1963

1964 **110.53 Knowledge, Skills, & Abilities:** The Treasurer should demonstrate understanding and competence in the

1965 following knowledge, skills, & abilities:

- 1966 a. Financial literacy
- 1967 b. General accounting knowledge
- 1968 c. Attention to detail
- 1969 d. Timeliness in completing tasks
- 1970 e. Neat and accurate record keeping
- 1971 f. Willingness to ask questions
- 1972 g. Trustworthiness

1973

1974 **110.54 Time & Financial Commitment:** The Treasurer should be prepared to dedicate significant amounts of time

1975 to the administration and execution of the duties of the office, including significant time apart from family,

1976 relationships, and work. The Treasurer must have the ability to travel. Attendance at and work for this organization

1977 will consume roughly 2,000-2,500 hours per calendar year.

1978

1979 **110.55 Benefits:** The benefits of this office include travel opportunities across North America, interaction and

1980 leadership with an international organization and its members, refining and sharpening of management and

1981 organizational skills, and development of life-long and rewarding relationships with LGBTQ+ leaders and athletes.

1982

1983 **110.56 Programs:** The Treasurer is not assigned to any program but assists as requested and able.

1984

1985 **110.57 Committees:** The Treasurer is the designated liaison of the Board to the Finance committee.

1986

1987 SECTION 6 – BUSINESS DEVELOPMENT

1988

1989 **110.60 Officer Title:** Business Development

1990

1991 **110.61 Responsibilities:** The Business Development Officer is responsible and accountable for the following

1992 objectives, tasks, roles, and duties:

- 1993 a. Financial/In-Kind Support: The Business Development officer shall build and maintain long-term business
- 1994 relationships with organizations who can, financially or in-kind, affect the bottom line of the
- 1995 organization's annual projected budget and offset expenses through revenue.
- 1996 b. Marketing/Brand: The Business Development officer shall ensure the organization's brand is elevated,
- 1997 and the organization's presence in the print media is positive and proactive.

1998

1999 **110.62 Duties:** In fulfilling the responsibilities of office, the Business Development officer shall perform the

2000 following duties:

- 2001 a. Develop and implement a strategic plan for obtaining one-time sponsorships and long-term
- 2002 partnerships at the NAGAAA level and act as an advisor to the GSWS host committee(s) on all things
- 2003 pertaining to local/GSWS sponsorships.
- 2004 b. Create a partnership packet that effectively communicates the value that can be gained from being a

- 2005 partner with NAGAAA and levels of partnerships.
- 2006 c. Coordinate requests for proposals (RFP's) for vendors and other third-party service providers when
- 2007 requested.
- 2008 d. Prepare contracts for corporate, in-kind and external vendor relationships.
- 2009 e. Provide oversight for partner brand activation, including materials, signage and advertising, onsite
- 2010 vendor placement and promotion, reporting results (ROI) to the brand teams.
- 2011 f. Conduct ongoing marketing and demographic surveys to elevate the "value" of NAGAAA to our current
- 2012 and potential sponsors and partners.
- 2013 g. Act as an advisor to member associations on all things business development, including the development
- 2014 of leads for member associations.
- 2015 h. Maintain the integrity of the NAGAAA brand.
- 2016 i. Act as an advisor to member associations on all things business development, including the development
- 2017 of leads for member associations.
- 2018 j. Attend GSWS.
- 2019 k. Assist with the GSWS (as assigned by Athletic Director).
- 2020 l. Other duties as prescribed by the governing documents of this organization.
- 2021 m. Other duties as determined by the Commissioner and/or the Board of Directors.
- 2022

2023 **110.63 Knowledge, Skills, & Abilities:** The Business Development officer should demonstrate understanding

2024 and competence in the following knowledge, skills, & abilities:

- 2025 a. Strong communications skills.
- 2026 b. Design and branding experience.
- 2027 c. Able to forge a relationship with print publications and media.
- 2028 d. Experience with project management software (Trello, Huddle and/or Excel).
- 2029 e. Cloud storage knowledge (Dropbox and/or Google Drive).
- 2030 f. Knowledge of social media channels, including Hootsuite.
- 2031 g. Strong marketing and communications skills (Word/PPT).
- 2032 h. Sales/development background and presentation (PPT).
- 2033 i. Online meeting platforms (FreeConferenceCall.com).
- 2034 j. Research and trend analysis (Internet, Google Analytics, Grant Station and/or Survey Monkey).
- 2035

2036 **110.64 Time & Financial Commitment:** The Business Development officer should be prepared to dedicate

2037 significant amounts of time to the administration and execution of the duties of the office, including significant

2038 time apart from family, relationships, and work. The Business Development officer must have the ability to travel.

2039 Attendance at and work for this organization will consume roughly 400-800 hours per calendar year.

2040

2041 **110.65 Benefits:** The benefits of this office include travel opportunities across North America, interaction and

2042 leadership with an international organization and its members, the reward of assisting member associations with

2043 marketing, PR, and sponsorship ideas, development of sales, contract negotiation and communication skills, and

2044 development of life-long and rewarding relationships with LGBTQ+ leaders and athletes.

2045

2046 **110.66 Programs:** The Business Development officer is not assigned to any program but assists as requested

2047 and able.

2048

2049 **110.67 Committees:** The Business Development officer is the designated liaison of the Board to the

2050 Sponsorship committee.

2051

2052 SECTION 7 – OPERATIONS DIRECTOR

2053

2054 **110.70 Officer Title:** Operations Director

2055

2056 **110.71 Responsibilities:** The Operations Director is responsible and accountable for the following objectives,

2057 tasks, roles, and duties:

- 2058 a. Governance Duties: The Operations Director shall prioritize, execute, and be accountable for the
2059 fulfillment of the duties of this organization to its members as a body corporate.
2060 b. Communications: The Operations Director shall maintain and execute all official internal
2061 communications to the Board of Directors.
2062 c. Administrative Duties: The Operations Director shall prioritize, execute, and be accountable for the
2063 fulfillment of all administrative and logistical duties including adherence to legal standards and ethical
2064 norms.
2065 d. Leadership Accountability: The Operations Director shall facilitate project management and
2066 accountability systems for the duties and responsibilities of the Board of Directors, Committee chairs,
2067 and other leaders within this organization.
2068 e. Membership: The Operations Director shall field and answer constituent matters from existing and
2069 potential member associations in conjunction with committee assigned membership duties.
2070

2071 **110.72 Duties:** In fulfilling the responsibilities of office, the Operations Director shall perform the following
2072 duties:

- 2073 a. Under the oversight of the Commissioner, guide the general operations of the NAGAAA Board and the
2074 organization.
2075 b. Attend all board meetings and other meetings necessary for the operation of the organization.
2076 c. In conjunction with the Commissioner, set meeting dates, prepare agendas, and review meeting materials
2077 prior to meetings.
2078 d. Coordinate all logistical duties and planning details for Council, Board, and committee meetings and
2079 corporate activities.
2080 e. Coordinate and partner with the Treasurer & Commissioner to create a proposed annual budget.
2081 f. Maintain an acute working knowledge of the issues pertaining to NAGAAA.
2082 g. Facilitate any necessary filings of administrative changes for NAGAAA that occur.
2083 h. Implement project management and accountability systems for this organization.
2084 i. Appoint project teams as necessary for the completion of projects and tasks.
2085 j. Provide reports to the Board of Directors and leadership on status of projects/duties/tasks.
2086 k. Provide leadership support and advice to the officers and leaders of this organization.
2087 l. Receive board candidate nominations.
2088 m. Arrange for background checks of candidates who accept nomination.
2089 n. Attend GSWS and assist as requested by the Athletic Director.
2090 o. Other duties as prescribed by the governing documents of this organization.
2091 p. Other duties as determined by the Commissioner and/or the Board of Directors.
2092 q. Aid the committee assigned membership duties in communication with existing and potential new
2093 member associations.
2094 r. Collect and maintain executed contracts.
2095 s. Maintain template of Partnership Agreement.
2096 t. Facilitate systems/processes for how the Board executes collaborative duties including monthly to-do
2097 lists.
2098

2099 **110.73 Knowledge, Skills, & Abilities:** The Operations Director should demonstrate understanding and
2100 competence in the following knowledge, skills, & abilities:

- 2101 a. Proficiency and understanding of the Governing Manual, NAGAAA operations, and other relevant
2102 governing and administrative applications for this organization.
2103 b. Good communications skills, including written and oral skills.
2104 c. Project management experience and demonstrable skills
2105 d. Ability to work cooperatively with others.
2106 e. Dispute resolution skills.
2107 f. Good organization skills.
2108 g. Ability to travel.
2109 h. Commitment to the mission and vision of the organization.

2110

2111 **110.74 Time & Financial Commitment:** The Operations Director should be prepared to dedicate significant
 2112 amounts of time to the planning and execution of the strategic vision for this organization, including significant
 2113 time apart from family, relationships, and work. The Operations Director must have the ability to travel.
 2114 Attendance at and work for this organization will consume roughly 2,000 – 2,500 hours per calendar year.

2115

2116 **110.75 Benefits:** The benefits of this office include travel opportunities across North America, increased
 2117 networking opportunities with other athletic organizations, commercial enterprises, and non-profit organizations,
 2118 interaction and leadership with an international organization, refining and sharpening of management and
 2119 organizational skills, and development of life-long and rewarding relationships with LGBTQ+ leaders and athletes.

2120

2121 **110.76 Programs:** The Operations Director is not assigned to any program but assists as requested and able.

2122

2123 **110.77 Committees:** The Operations Director serves *ex officio* in all NAGAAA Committees for the purposes of
 2124 logistics and administrative board direction and is the designated liaison of the Membership committee.

2125

SECTION 8 – ATHLETIC DIRECTOR

2126

2127

2128

110.80 Officer Title: Athletic Director

2129

2130

2131

110.81 Responsibilities: The Athletics Director is responsible and accountable for the following objectives,
 tasks, roles, and duties:

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110.82 Duties: In fulfilling the responsibilities of office, the Athletic Director shall perform the following duties:

a. Manage the operations team for each NAGAAA sanctioned tournament including but not limited to the UIC, Assistant Athletic Directors, Athletics Committee Members, Board Members, Host City Committee Members and Host City Volunteers.

b. Oversee successful operation of the NAGAAA Cup and GSWS including working with the Commissioner to certify bids for the NAGAAA Cup and GSWS.

c. Prepare communications for the member associations related to NAGAAA event issues.

d. Attend all board meetings and other meetings necessary for the operation of the organization.

e. Serve as co-signer of NAGAAA checking account.

f. Provide advice and knowledge to the Treasurer on the fiscal conditions and cash flow of sanctioned tournament for the preparation of the budget.

g. Maintain an acute working knowledge of the issues pertaining to NAGAAA.

h. Provide leadership support and advice to the officers and leaders of this organization.

i. Attend GSWS and NAGAAA Cup.

j. Other duties as prescribed by the governing documents of this organization.

k. Other duties as determined by the Commissioner and/or the Board of Directors.

110.83 Knowledge, Skills, & Abilities: The Athletics Director should demonstrate understanding and competence in the following knowledge, skills, & abilities:

- 2161 a. Effective communication including facilitating group discussions and oral and written skills.
 2162 b. Management of people.
 2163 c. Policy and process development.
 2164 d. Diplomatic Skills.
 2165 e. Problem solving ability, including technology awareness for emerging solutions.
 2166 f. Prioritize competing interests and goals, manage time to ensure successful completion of all
 2167 work assignments and engage constituents to acquire feedback and insights.
 2168 g. Maintain a thorough understanding of the NAGAAA Rules of Play, Bracket and Game
 2169 Scheduling, USA Softball rules and registration requirements.
 2170
 2171

2172 **110.84 Time & Financial Commitment:** The Athletics Director should be prepared to dedicate significant
 2173 amounts of time to the administration and execution of the duties of the office, including significant time apart
 2174 from family, relationships, and work. The Athletic Director must have the ability to travel. Attendance at and
 2175 work for this organization will consume roughly 1,500 - 2,000 hours per calendar year.
 2176

2177 **110.85 Benefits:** The benefits of this office include travel opportunities across North America, operating
 2178 and administering the largest LGBTQ+ single sport week-long event in the world, increased networking
 2179 opportunities with other athletic organizations, commercial enterprises, and non-profit organizations,
 2180 interaction and leadership with an international organization, refining and sharpening of management
 2181 and organizational skills, and development of life-long and rewarding relationships with LGBTQ+ leaders
 2182 and athletes.
 2183

2184 **110.86 Programs:** The Athletics Director is not assigned to any program but assists as requested and able.
 2185

2186 **110.87 Committees:** The Athletic Director is the designated liaison of the Board to the Athletics
 2187 committee and the GSWS Operations team.
 2188

2189 **CHAPTER 111 – JOB DESCRIPTIONS OF THE APPOINTED OFFICERS OF THE BOARD OF DIRECTORS & THIS** 2190 **ORGANIZATION**

2191
 2192 **111.01 Jurisdiction.** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at
 2193 any board meeting.
 2194

2195 **111.02 Purpose & Authority.** The purpose of this program is to list, detail, and report the job descriptions of all
 2196 appointed, non-voting Officers of the Board and Organization
 2197

2198 **SECTION 1 – EMERITUS ADVISORY COUNCIL**

2199
 2200 **111.10 Officer Title:** Emeritus Advisory Council
 2201

2202 **111.11 Responsibilities:** The Emeritus Advisory Council is an advisory council of previous board members to act
 2203 as an advisor to the current Board of Directors in matters relating to the organization and for procedural
 2204 questions during policy development.
 2205

2206 **111.12 Time & Financial Commitment:** The Emeritus Advisory Council should be prepared to dedicate moderate
 2207 amounts of time to the duties of the office. The Emeritus Advisory Council must have the ability to travel(when
 2208 applicable). Attendance at and work for this organization will consume roughly 100-200 hours per calendar year.
 2209

2210 **111.13 Benefits:** The benefits of this office include travel opportunities across North America, interaction and
 2211 leadership with an international organization and its members, and development of life-long and rewarding
 2212 relationships with LGBTQ+ leaders and athletes.

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111.14 Programs: The Emeritus Advisory Council is not assigned to any NAGAAA program.

111.15 Committees: The Emeritus Advisory Council serves all committees at the request of the Commissioner.

SECTION 2 – PARLIAMENTARIAN

111.20 Officer Title: Parliamentarian

111.21 Responsibilities: The Parliamentarian is an advisor to the Commissioner during the conduct of meetings and to the Board of Directors and committees in matters relating to the governance of this organization and for procedural questions during policy development.

111.22 Duties: In fulfilling the responsibilities of office, the Parliamentarian shall perform the following duties:

- a. Attend Council Meetings.
- b. Attend Board of Directors meetings and calls as required.
- c. Interpret enacted policy.
- d. Provide advice to the chair of the Council and committee chairs.
- e. Rule on matters of parliamentary law and procedural practice.
- f. Draft policy as required.
- g. Communicate with member associations on behalf of the Commissioner and/or Board of Directors.

111.23 Knowledge, Skills, & Abilities: The Parliamentarian should demonstrate understanding and competence in the following knowledge, skills, & abilities:

- a. Mastered proficiency in parliamentary law, Robert’s Rules of Order, Wisconsin Corporate Law, Internal Revenue Code, & other prevailing governance statutes.
- b. Excellent proficiency and understanding of the Governing Manual and NAGAAA operations.
- c. Good communications skills, including written and oral skills.
- d. Ability to work cooperatively with others.
- e. Dispute resolution skills.
- f. Good organization skills.
- g. Ability to travel.

111.24 Time & Financial Commitment: The Parliamentarian should be prepared to dedicate moderate amounts of time to the duties of the office. The Parliamentarian must have the ability to travel. Attendance at and work for this organization will consume roughly 100-200 hours per calendar year.

111.25 Benefits: The benefits of this office include travel opportunities across North America, interaction and leadership with an international organization and its members, and development of life-long and rewarding relationships with LGBTQ+ leaders and athletes.

111.26 Programs: The Parliamentarian is not assigned to any NAGAAA program.

111.27 Committees: The Parliamentarian serves all committees *ex officio* at the request of the Commissioner.

CHAPTER 115 – NOMINATION PROCESS FOR CANDIDATES FOR THE BOARD OF DIRECTORS

115.01 Jurisdiction: This chapter shall be the jurisdiction of the Board of Directors and amended by majority at any board meeting.

115.02 Purpose & Authority: The purpose of this policy is to provide a process and parameters for nomination of candidates to the Board of Directors of this organization. The authority for this policy is granted in 2.08 of the Governing Manual.

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115.03 Nomination Process Oversight: The Operations Director shall be responsible for oversight of this nomination process and ensuring that appropriate actions are taken by this organization, its vendors, and volunteers to comply with and implement this policy. In the event that the Operations Director shall be a candidate for any office in the nomination period, a member of the Board of Directors chosen by the board whom is not a nominee shall replace the Operations Director for responsibility of the process. This replacement official shall be empowered and required to perform all acts designated to the Operations Director as listed in this chapter.

115.04 Nomination Period & Notice: On the day of the adjournment of the Summer Meeting of the Council, the Secretary shall, in writing, inform the members of the Council of the opening of the nomination period for candidates to the Board of Directors. The Operations Director shall instruct the appropriate person or persons to open the on-line nomination form on this same day. The nomination period shall remain open until 11:59 PM PST of the forty-fifth (45) day preceding the next Winter Meeting.

115.05 Nominator & Nominee Eligibility: Nominations may be only made by the members of the Council. This includes only one (1) voting representative from each member association and the voting members of the Board of Directors. Nominations from any other person, including, but not limited to committee chairs, guests of the council, member association players or officers, or NAGAAA volunteers are not legal and shall not be considered by this organization. Any person in good standing in NAGAAA, regardless of any membership or activity level may be nominated for the Board of Directors.

115.06 Required Information: Nominators are required to provide the following information in the nomination:

- a. Nominator First & Last Name
- b. Nominator Phone
- c. Nominator Email
- d. Nominee First & Last Name
- e. Nominee Address, including City, State, & Zip
- f. Nominee Phone
- g. Nominee Email
- h. Nominee Member Association Affiliation (if any)
- i. Office Nominated For

115.07 Consent to Nomination: The Operations Director shall notify any person nominated of the nomination in writing and provide all needed biographical and consent forms following the close of the nomination period. Any person nominated for office and whom is eligible to that office shall consent in writing, in the form and manner provided for by the Board of Directors, to accept the nomination, to agree to and abide by the Board Member Expectations if so elected, and to undergo the mandatory background check process as appropriate. This consent shall be delivered to nominee via electronic mail and shall be returned to the Operations Director by the nominee by the thirtieth (30) day preceding the Winter Meeting. Any consent not signed nor completed fully shall constitute a non-consent to the nomination. Any nominee desiring to not consent to nomination is requested to make such a declaration in writing to the Operations Director via electronic mail at the earliest possible date. Upon the deadline for this consent or declination of nomination to be submitted, the Operations Director shall inform the Board of Directors of the list of nominees for each office, which shall be considered candidates for that office henceforth until the election is completed.

CHAPTER 116 – BACKGROUND CHECK POLICY FOR CANDIDATES FOR THE BOARD OF DIRECTORS

116.01 Jurisdiction: This chapter shall be the jurisdiction of the Board of Directors and amended by majority at any board meeting.

116.02 Purpose & Authority: The purpose of this policy is to provide a policy and process governing the background check of candidates for candidates to the Board of Directors of this organization. Nothing in this policy

2319 shall be construed to bar the election of any candidate that the Council may choose to elect. The authority for this
 2320 policy is granted in 2.08 of the Governing Manual.

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2322 **116.03 Background Process Oversight:** A member, herein the “designee”, of the Board of Directors shall be
 2323 designated by the Board and be responsible for oversight of this background check policy and process and ensuring
 2324 that appropriate actions are taken by this organization, its vendors, and volunteers to comply with and implement
 2325 this policy.

2326

2327 **116.04 Required Checks & Applicability:** Any person, regardless of office or incumbency, who has consented to
 2328 be a candidate for office shall be subject to a criminal felony background check through a county criminal search
 2329 and a national criminal search. Additionally, any person, regardless of office or incumbency, who has consented to
 2330 their nomination for a specific office which has financial signatory powers as designated by the Board of Directors
 2331 (currently the Commissioner, Operations Director, and Treasurer) shall be subject to a civil process check of
 2332 bankruptcy actions of any kind (ex: Ch. 7, Ch. 11, etc.) in the preceding one (1) year from the date of the
 2333 background check.

2334

2335 **116.05 Process Considerations:** The designee shall ensure that the required background checks are performed by
 2336 the vendor and collect the report from the vendor. Should there be a record of a felony conviction or a bankruptcy
 2337 within the last year on a candidate(s) for fiscal signatory offices, the designee shall inform the Commissioner of this
 2338 record. If the Commissioner is a nominee for the office for which a nominee has a record of this activity, the
 2339 designee shall inform the next non-elected Board member of this record. The designee and Commissioner, or next
 2340 non-elected Board member, shall together engage the nominee in conversation regarding the circumstances of the
 2341 record and inform the nominee of the duty to disclose this information to the Council prior to election if so
 2342 determined. It shall be the decision, jointly, of the designee and Commissioner, or next non-elected Board
 2343 member, to determine if the record must be disclosed.

2344

2345 **116.06 Duty to Disclose:** It is the duty of the Board of Directors to disclose the record in question of any nominee
 2346 if so decided by the designee and Commissioner, or next non-elected Board member. This disclosure shall be made
 2347 by the designee to the Council prior to any election for that office and the nominee shall be afforded the
 2348 opportunity to provide context and/or personal disclosure of the record prior to the disclosure by the designee.
 2349 The act of disclosure by the Board shall be conducted appropriately conveying only known facts, honoring the
 2350 dignity of all persons involved, and without personal comment or opinion as the nature of the record.

2351

2352 **116.07 Nomination Declined at Any Time:** Any nominee may decline their nomination to office at any time,
 2353 including after consenting to the nomination, in writing to the designee. Such a declination shall immediately halt
 2354 any background check or disclosure.

2355

2356 **116.08 Records Confidential:** The records received by this organization as a result of this policy shall be strictly
 2357 confidential and destroyed immediately after the election for which they have been obtained is completed and a
 2358 nominee elected.

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2360 **CHAPTER 200 – REGULAR SEASON ROSTER SUBMISSION POLICY**

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2362 **200.01 Jurisdiction:** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at
 2363 any board meeting.

2364

2365 **200.02 Purpose & Authority:** The purpose of this chapter is to list the requirements for submission of the regular
 2366 season rosters. The authority for this program is found in 20.10 of the Governing Manual.

2367

2368 **200.03 Submission of the Rosters:** Each member association shall submit, by the deadline listed in Chapter 70,
 2369 the following information for each team and each player in the member association’s qualifying season, excluding
 2370 players who played in that association in a non-qualifying status. The Commissioner or highest elected leadership
 2371 of each member association is responsible for ensuring that this expectation of NAGAAA membership is met.

- 2372 a. Teams: Each team of the regular qualifying season shall be reported by its known name and shall report
2373 its manager and their contact information.
- 2374 b. Rosters: Each player of a team shall be reported on the player's team roster and be identified by the
2375 player's preferred first name, legal last name as it appears on a government issued identification and their
2376 birthyear (yyyy)
- 2377 c. Ratings: Each player shall have the rating assigned by the member association submitted along with the
2378 regular season roster. No rating for any player may be changed in any way at any time by any association
2379 following the deadline listed in Chapter 70.

2380

2381 **200.04 Manner of Submission:** The regular season rosters shall be submitted through the NAGAAA delegate
2382 toolkit. Member associations are encouraged to begin this process of submission well in advance of the deadline
2383 and seek the assistance of the Director of Competition for help in entering this data. Any entry made into the
2384 toolkit may be revised at any time without penalty before the deadline for submission of the rosters.

2385

2386 **200.05 Sanctions:** All sanctions for errors, omissions, or failure to comply with the required submission of rosters
2387 shall be listed in Chapter 70.

2388

2389 **CHAPTER 250 – INELIGIBLE PLAYER ROSTER & POLICY**

2390

2391 **250.01 Jurisdiction:** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at
2392 any board meeting.

2393

2394 **250.02 Purpose & Authority:** The purpose of this chapter is to codify the responsibilities for the ineligible player
2395 list (formerly the banned player list) and create standard definitions for use. The authority for this program is
2396 found in 4.01 of the Governing Manual.

2397

2398 **250.03 Definitions:** The following definitions apply to this chapter and the Governing Manual in their plain
2399 meaning:

- 2400 a. Good-Standing: A member is in "good-standing" when they are not suspended or expelled from
2401 participation in NAGAAA sanctioned events by action of the Council or for failure to meet all financial
2402 requirements.

2403

2404 **250.04 Maintenance of the Ineligible List:** Following any action which would require any person to be placed on
2405 the ineligible list, the Director of Competition shall report the information listed in this section to the Webmaster
2406 who shall update the list accordingly. The Webmaster shall maintain the ineligible list in a secure area of the
2407 NAGAAA delegate toolkit with access controlled as authorized by the Director of Competition. The Webmaster
2408 shall cause the list to be updated when a player is removed from suspension or expulsion and keep archived all
2409 information from the list on the player so removed.

- 2410 a. Information to be collected: This information is needed for each person placed on the ineligible list; full
2411 legal name of the person, date of suspension or expulsion, member association of the person (as
2412 available), period of suspension or expulsion, and reason for suspension or expulsion.

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2415 **CHAPTER 300 – GSWWS TOURNAMENT ROSTER SUBMISSION POLICY**

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2417 **300.01 Jurisdiction:** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at
2418 any board meeting.

2419

2420 **300.02 Purpose & Authority:** The purpose of this chapter is to list the requirements for submission of rosters to
2421 NAGAAA. The authority for this program is found in 20.13 - 20.18 of the Governing Manual.

2422

2423 **300.03 Submission of the Rosters:** Each member association shall submit by the deadline listed in Chapter 70 the
following information for each team that it is entering in the Gay Softball World Series, excluding players who

2424 played in that association in a non-qualifying status. The Commissioner or highest elected leadership of each
 2425 member association is responsible for ensuring that this expectation of NAGAAA membership is met.

2426 a. Teams: Each team shall be reported by its known name and shall report its manager and their contact
 2427 information.

2428 b. Rosters: Each player of a team shall be reported on the player's team roster and be identified by the
 2429 player's preferred first name, legal last name as it appears on a government issued identification. and
 2430 their birthyear (yyyy)

2431

2432 **300.04 Manner of Submission:** The GSWS Tournament rosters shall be submitted through the NAGAAA delegate
 2433 toolkit. Member associations are encouraged to begin this process of submission well in advance of the deadline
 2434 and seek the assistance of the Director of Competition for help in entering this data. GSWS rosters may not be
 2435 submitted after the deadline listed in Chapter 70.

2436

2437 **300.05 Classes Corrections/Changes:** There are created two (2) different classes of changes that may be made to
 2438 a GSWS roster for which each class will have a corresponding different sanction or penalty.

2439 a. GSWS Administrative Changes: This class is defined as any correction to a rostered member's name or
 2440 date of birth entry.

2441 b. GSWS Player Changes: This class is defined as any correction to a roster wherein a rostered member is
 2442 deleted or added.

2443

2444 **300.06 Changes Prohibited:** The following changes to a GSWS roster are prohibited:

2445 a. Any change to a player's rating is a change to a regular season roster and is governed by Chapter 200. A
 2446 player rating change following the deadline listed in Chapter 70 is prohibited.

2447 b. Following the submission of a GSWS roster, there can be no change made to that roster that would cause
 2448 the team rating to increase above the team rating that was submitted before the deadline.

2449

2450 **300.07 USA Softball (ASA) Cards:** Every team that is entered in the GSWS must present a USA Softball (ASA)
 2451 member card. Such cards may be purchased from local member associations or through NAGAAA. The Board of
 2452 Directors shall publicize the manner of obtaining said cards to each member association. Cards are required by the
 2453 deadline listed in Chapter 70.

2454

2455 **300.08 Entry Fees & Berth Reservations:** Each team must pay its entry fee by the deadline listed in Chapter 70.
 2456 Member Associations must reserve berths in each division by the deadline listed in Chapter 70 and may cancel any
 2457 berth reservation before the deadline listed in Chapter 70 for a full refund of fees paid.

2458

2459 **300.09 Sanctions:** All sanctions for errors, omissions, or failure to comply with the required submission of rosters
 2460 shall be listed in Chapter 70 and clearly delineate the sanctions for each class of changes authorized in this section.
 2461 Each correction of either class of correction shall be counted individually, and the sanction applied to each count.

2462 a. The Director of Competition and/or Commissioner may provide for exceptions to the deadlines and rules
 2463 of the GSWS rosters without penalty on a case by case basis for the purposes of overcoming a hardship on
 2464 the part of that team for circumstances that are beyond the natural control of the team and significantly
 2465 impair or negate the ability of the team to participate in the GSWS. This rule shall be known as the
 2466 "hardship rule".

2467

2468 **CHAPTER 305 – GSWS HOST HOTEL DEPOSIT & REQUIREMENTS**

2469

2470 **305.01 Jurisdiction:** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at
 2471 any board meeting.

2472

2473 **305.02 Purpose & Authority:** The purpose of this policy is to establish the required number of room nights
 2474 reserved per team for the GSWS, the amount of the required deposit, the deadline for payment of that deposit,
 2475 and the process for reimbursement of the deposit and conditions thereof. The authority for this policy is granted in
 2476 30.41 of the Governing Manual.

2477
 2478 **305.03 Requirements of Teams:** Each team of any member association entering the GSWS shall provide a **\$500**
 2479 deposit payable to the Treasurer by July 15 to satisfy the host hotel requirement. Each team paying such a deposit
 2480 must occupy a room at the tournament rate and provide evidence of 15 room nights of occupation at a host hotel
 2481 of the GSWS as designated by NAGAAA. This requirement is not in effect on any team whose member association
 2482 is the host association for that year's GSWS or any member association's team who primary metropolitan area is
 2483 within ninety (90) miles of the metropolitan area of the GSWS host member association.
 2484

2485 **305.04 Evidence of Occupation of Rooms:** The Treasurer may determine that a member association has met the
 2486 requirement of room nights by submission of receipts from the member association indicating that said rooms
 2487 were occupied. These receipts must be submitted to the Treasurer via email or postal mail after the GSWS but no
 2488 later than 30 days preceding the Winter Meeting immediately following the GSWS. In lieu of the submission of
 2489 receipts, the Treasurer may make a determination that the requirement is met by utilizing a master list from the
 2490 host hotel indicating that occupation of rooms occurred. The Treasurer shall notify each member association, via
 2491 the Secretary, prior to the GSWS if receipts will be needed or if the host hotel shall provide a master list of room
 2492 occupants.
 2493

2494 **305.05 Reimbursement of Deposit:** The Treasurer shall return the appropriate deposit amount to each member
 2495 association which has met the required number of room nights per team by check to the member association
 2496 representative in attendance at the Winter Meeting following the GSWS.
 2497

2498 **CHAPTER 331– GSWS UMPIRE SELECTION POLICY**

2499
 2500 **331.01 Jurisdiction:** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at
 2501 any board meeting.
 2502

2503 **331.02 Purpose & Authority:** The purpose of this policy is to ensure the selection of umpires consistent with the
 2504 rules, regulations, and acts of this organization. The authority for this policy is granted in 30.04 of the Governing
 2505 Manual.
 2506

2507 **331.03 Umpire Reviews:** The UIC shall annually review umpires at the GSWS. Performance reviews of umpires
 2508 shall be the domain of the UIC and shared with the NAGAAA Board of Directors as necessary by either party.
 2509 Performance Reviews will be completed as follows: All first- and second-year umpires will be evaluated with a
 2510 detailed evaluation form. All umpires with three (3) plus years of experience will be verbally counseled when areas
 2511 of improvement exist. The verbal conversation will be documented and submitted with the final group of
 2512 evaluations for that year's GSWS Report. Any umpire who receives an overall "needs improvement" evaluation,
 2513 and/or is involved in an unprofessional encounter/incident with a player/manger will be automatically suspended
 2514 for the following GSWS. A longer suspension may be assigned depending on the egregious nature of the incident.
 2515 The final decision will be made jointly by the UIC staff and Athletic Director. Any umpire not so suspended is
 2516 considered in good standing.
 2517

2518 **331.035 UIC Appointment:** The Commissioner shall appoint the UIC by November 1st of a calendar for the GSWS of
 2519 the following year.
 2520

2521 **331.04 Umpire Nomination:** The UIC shall seek nominations of umpires for the GSWS by November 1st from the
 2522 commissioners or authorized representatives of member associations. Such nominations shall be delivered by
 2523 January 1st to the UIC.
 2524

2525 **331.05 Umpire Selection:** The UIC shall, by May 31st, select and invite umpires to officiate the GSWS after
 2526 considering the nominations of the members and the reviews of the umpire from previous years. Umpires will be
 2527 awarded a position in that year's GSWS based on their order of response to an invitation (i.e. first to respond, first
 2528 awarded). In order to assure consistency and experience with GSWS umpires, the UIC will issue two invitations.

- 2529 a. First, by February 15, umpires in good standing with five plus (5+) years of GSWS experience will be
 2530 invited for the upcoming GSWS. Eighty percent (80%) of the allotted umpire slots will be filled from this
 2531 umpire pool receiving the first invitation and those responding affirmatively to the invitation. After this
 2532 80% threshold has been met, a wait list will be started of those umpires whom responded to the
 2533 invitation but were not awarded a position.
- 2534 b. Second, on March 1, umpires in good standing and with less than five (5) years of GSWS experience and
 2535 all newly recommended umpires will be invited. The remaining twenty percent (20%) of the allotted
 2536 umpire slots will be filled from this umpire pool receiving the second invitation and those responding
 2537 affirmatively to the invitation. After the 20% threshold has been met, all names of those umpires from the
 2538 second pool whom responded to the invitation but were not awarded a position will be added to the wait
 2539 list started from first umpire pool.
- 2540 c. If on March 15, there are any open umpire slots and no wait list, then umpires from either pool may fill
 2541 the slots at the discretion of the UIC.

2542 Umpire selection shall represent the diversity of NAGAAA, including international membership.
 2543

2544 **331.06 Notification to Umpires:** The UIC shall inform all nominated umpires of the status of their nomination by
 2545 April 1st. The UIC shall inform the Secretary of invited and selected umpires by May 31st. Selected umpires must
 2546 provide the UIC staff with a copy of their current year USA Softball (ASA) or Softball Canada certification by July 1st
 2547 in order to be eligible to umpire in the upcoming GSWS. It is the individual umpire's responsibility to confirm their
 2548 certification has been received and accepted by the UIC staff.
 2549

2550 CHAPTER 341 – GSWS HOST CITY METROPOLITAN AREAS

2551
 2552 **341.01 Jurisdiction:** This chapter shall be the jurisdiction of the Board of Directors and amended by majority at
 2553 any board meeting.
 2554

2555 **341.02 Purpose & Authority:** The purpose of this policy is to establish the metropolitan areas of each member
 2556 association solely for the purposes of hosting the GSWS. The authority for this policy is granted in 30.13 of the
 2557 Governing Manual.
 2558

2559 **341.03 Metropolitan Areas of the Member Associations:** The current metropolitan areas of each member
 2560 association are listed in the table below. Member associations are identified by the predominant city of each or
 2561 their common name:
 2562

MEMBER CITY	METROPOLITAN AREA
ATLANTA, GA	Atlanta-Athens-Clarke-Sandy Springs, GA CSA
AUSTIN, TX	Austin-Round Rock, TX MSA
BIRMINGHAM, AL	Birmingham-Hoover-Talladega, AL CSA
BOSTON, MA	Boston-Worcester-Providence, MA-RI-NH-CT CSA
CHICAGO, IL	Chicago-Naperville, IL-IN-WI CSA
COLUMBUS, OH	Columbus-Marion-Zanesville, OH CSA
DALLAS, TX	Dallas-Fort Worth, TX-OK CSA
DENVER, CO	Denver-Aurora, CO CSA
DES MOINES, IA	Des Moines-Ames-West Des Moines, IA CSA
FORT LAUDERDALE, FL	Miami-Fort Lauderdale-Port St. Lucie, FL CSA
HOUSTON, TX	Houston-The Woodlands, TX CSA
INDIANAPOLIS, IN	Indianapolis-Carmel-Muncie, IN CSA
KANSAS CITY, MO	Kansas City-Overland Park-Kansas City, MO-KS CSA
KNOXVILLE, TN	Knoxville-Morristown-Sevierville, TN CSA
LAS VEGAS, NV	Las Vegas-Henderson, NV-AZ CSA
LONG BEACH, CA	Los Angeles-Long Beach, CA CSA
LOS ANGELES, CA	Los Angeles-Long Beach, CA CSA

MADISON, WI	Madison-Janesville-Beloit, WI CSA
MEMPHIS, TN	Memphis-Forrest City, TN-MS-AR CSA
MID-ATLANTIC	Virginia Beach-Norfolk, VA-NC CSA
MILWAUKEE, WI	Milwaukee-Racine-Waukesha, WI CSA
NASHVILLE, TN	Nashville-Davidson-Murfreesboro, TN CSA
NEW ORLEANS, LA	New Orleans-Metairie-Hammond, LA-MS CSA
NEW YORK, NY	New York-Newark, NY-NJ-CT-PA CSA
OKLAHOMA CITY, OK	Oklahoma City-Shawnee, OK CSA
ORLANDO, FL	Orlando-Deltona-Daytona Beach, FL CSA
PALM SPRINGS, CA	Riverside-San Bernardino-Ontario, CA MSA
PHILADELPHIA, PA	Philadelphia-Reading-Camden, PA-NJ-DE-MD CSA
PHOENIX, AZ	Phoenix-Mesa-Scottsdale, AZ MSA
PORTLAND, OR	Portland-Vancouver-Salem, OR-WA CSA
PROVIDENCE	Providence-Warwick, RI-MA MSA
SACRAMENTO, CA	Sacramento-Roseville, CA CSA
SAN ANTONIO, TX	San Antonio-New Braunfels, TX MSA
SAN DIEGO, CA	San Diego-Carlsbad, CA MSA
SAN FRANCISCO, CA	San Jose-San Francisco-Oakland, CA CSA
SAN JOSE, CA	San Jose-San Francisco-Oakland, CA CSA
SEATTLE, WA	Seattle-Tacoma, WA CSA
ST. LOUIS, MO	St. Louis-St. Charles-Farmington, MO-IL CSA
SOUTHERN NEW ENGLAND	Hartford-West Hartford, CT CSA
TAMPA, FL	Tampa-St. Petersburg-Clearwater, FL MSA
TORONTO, ON	Toronto (Mississauga, Brampton) CMA
TULSA, OK	Tulsa-Muskogee-Bartlesville, OK CSA
TWIN CITIES	Minneapolis-St. Paul, MN-WI CSA
VANCOUVER, BC	Vancouver (Surrey) CMA
WASHINGTON, D.C.	Washington-Baltimore-Arlington, DC-MD-VA-WV-PA CSA

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CHAPTER 810 – PAYMENT TERMS OF SPONSORSHIP CONTRACTS

810.01 Jurisdiction: This chapter shall be the jurisdiction of the Board of Directors and amended by majority at any board meeting.

810.02 Purpose & Authority: The purpose of this policy is to create enforceability of payments provisions in sponsorship contracts, ensure said provisions are included in sponsorship contracts, and assist with budget development and cash flow of the organization by creating certainty around receivables. The authority for this policy is granted in 4.01 of the Governing Manual.

810.03 Terms of Payment: All sponsorship contracts or any contract with an amount due to NAGAAA shall have a payment due date for the full balance or a schedule of payments with due dates for each payment included in the contract before it may be executed by this organization.

810.04 Invoices: The Treasurer shall be provided a copy of the payment terms or payment schedule for each executed sponsorship contract and shall invoice the sponsor according to that schedule and a reminder for any amount that is past due 30, 60, or 90+ days.