

CAPE ANN WOMEN'S SOFTBALL LEAGUE BYLAWS

Last updated: May 1, 2019

1) LEAGUE REQUIREMENTS

a) FEES

- i) A sponsors fee of \$250.00.
- ii) A team fee of \$250.00.
- iii) All fees must be paid to the league treasurer before June 1st.
- iv) If fees are not paid by June 1st, teams will incur a \$50.00 fee.
- v) After June 1st, the penalty is as follows:
 - (1) Subsequent games will be forfeited until all fees are paid in full.
 - (2) There is a 3 (three) game grace period before this penalty takes effect. For this purpose, forfeits by either team are included in the counting of games played.
 - (3) Ex: A team that has not paid its fees by June 1st can play in 2 games and have a 3rd game forfeited (by them or the opponent). As of their 4th game after June 1st, the team will forfeit each game that their dues remain unpaid.
- vi) Exceptions, if needed, will be decided by team reps.

b) LEAGUE MEETINGS

- i) The first preseason team rep meeting will be held the first Tuesday in March. After this meeting, a 2nd/3rd preseason meeting will be scheduled as needed.
- ii) The end of season team rep meeting will be held the second Tuesday after the championship series ends.
- iii) The coach's meeting will occur the week after the end of season team rep meeting.

- iv) The league Secretary will be responsible for sending out meeting reminders.
- c) ATTENDANCE AND TEAM REPS
- i) Each team MUST have one representative at any league meeting.
 - ii) A representative or “team rep” is someone from your team’s roster, Player, Coach or Manager. Anyone fitting this description can be sent to vote in lieu of the official team representative.

- d) VOTING
- i) Voting will occur at the preseason meetings only. Preseason is considered January 1st - May 1st.
 - ii) When a vote is required,
 - iii) Every team gets a vote (whether the outcomes effects them or not)
 - iv) Every team receives only one vote
 - v) A representative from each team must vote
 - vi) A majority vote on any issue will prevail. If a vote results in a tie for any issue, then the issue being voted on will not be changed or implemented.
 - vii) The league has decided a commissioner is not necessary at this time. When mediation is needed to facilitate discussion and/or voting then a mediator, who is agreed on by the team reps, will be invited to the meeting to serve this role. The mediator does not get a vote.

2) TEAM MEMBERSHIP AND MANAGEMENT

- a) ADDING PLAYERS
- i) Each team may pick up as many players as needed, up to the roster limit, to have a viable team.
 - ii) Teams may continue to add players, through any means, until the date rosters are due.
 - iii) The league no longer holds a draft or limits the number of “free picks”.

- iv) If a team doesn't have any available roster spots they are encouraged to pass on contact information or advise the interested player(s) to join the CAWSL facebook group and inquire there.
- b) NUMBER OF TEAMS
- i) There is one division in the league.
 - ii) The league will only allow a maximum of 8 teams to participate each season in order to be able to have enough time to complete the season within a reasonable time frame.
 - iii) Teams wanting to join the league after the 8 team cap will be given contact information of the other teams (and/or direction to the Facebook group) so that their players may have the opportunity to join existing teams.

c) ONLY FOR NEW TEAMS ENTERING THE LEAGUE

- i) If a new team forfeits 2 out of the 3 first regular season games and does not look to have a viable team to remain in the league and does not pay the forfeited umpire fees then they will be asked to leave the league.
- ii) Their Sponsor fee and any other fees collected will NOT be reimbursed to that team.

PLEASE NOTE: An emergency situation involving any team's inability to field a team may be addressed by the Board of Team Representatives at any time.

3) ROSTERS AND PLAYER ELIGIBILITY

a) ROSTER

- i) Each team shall be allowed a maximum of 22 roster players
- ii) Rosters are due on June 1st. Rosters are considered "frozen" after this date. No players may be added to any roster after June 1st.
- iii) Only roster players may play in a game.
- iv) This includes players from any other team in the league, except where allowed in these bylaws.

- v) The use of an ineligible player will result in a forfeiture of all games in which that player played.
- vi) It is the responsibility of the coach/player/rep to know whether or not a player is eligible.
- vii) Under no circumstances are mid-season trades allowed. Once a player plays in a regular season game for a team, they can not play for another team in the league during the same season.

b) ELIGIBILITY

- i) Players must be 18 years old to play
- ii) Age is not an exception to the 5 game eligibility requirement for playoffs. (i.e., If a player turns 18 at the end of the season, and hasn't played in 5 games, they are NOT eligible to play in the playoffs.)
- iii) Any high school student that is still playing a high school sport when the season starts cannot play in the CAWSL until the high school sport has ended.

4) SCHEDULING, CANCELLATIONS AND MAKEUPS

a) SEASON SCHEDULING

- i) Teams are given the opportunity, before the schedule is made, to notify the league of any dates during the season that they cannot play.
- ii) This **EXCLUDES PLAYOFF GAMES**. Once playoffs begin teams are expected to play on Wednesdays and Fridays until the season is complete.

b) RAINOUT PROCEDURES

- i) If it is raining or there is a chance that the game will not be played due to poor field conditions, a representative from all the 6:15 scheduled games must meet at their scheduled field between 4:30-4:50 to make a determination of whether the field is playable or not so that the umpires can be notified before the 5:00 deadline.
- ii) If a decision to cancel the games is made prior to play, the league representative designated must call the umpires, BEFORE 5:00.

- iii) Then the two teams that cancelled the 6:15 game must call the team reps for the 7:45 game and let them know the games are cancelled.
- iv) Team reps of all teams scheduled to play are responsible to let their own teammates know the game is cancelled in whichever way they decide.
- v) If rain starts once the game has started the decision to stop is at the discretion of the umpires.
- vi) If the first game is cancelled, the second game is automatically cancelled.

PLEASE NOTE: It may not always be necessary for the team reps to “meet” in person at the field if it is obvious that the field will not be playable for that evening's games. In that case the League Umpire Representative is called before 5:00 to cancel the umpires, the 7:45 team reps are called and then the rest of the players are called in whichever way is decided by each individual team.

c) SUSPENDED GAMES

- i) If a game is suspended before 5 innings and is not a complete game it is continued with the same line ups as it began. A team can resume play with 1 less player than what they started. If a player or players from the original line up are missing on the date of the game continuation, a team may substitute eligible players into the missing slots in the batting order. The batting order can not change other than to substitute missing players with present players.

d) RESCHEDULING GAMES

- i) Makeup games will be made up in the order they were cancelled or suspended and will be added to the end of the schedule in the order of the next available open dates, or through agreement of the teams involved.
- ii) In order to complete the season within a reasonable period of time a determination may be made by all of the teams reps as to whether a rainout needs to be made up (i.e. if such a rainout will not affect a team's place in the standings, the game may not need to be played. However, if the game can possibly change one of the teams standings as to a playoff situation, then the game must be made up.
- iii) Mattos and Burnhams fields may be used on other nights, if available and necessary. Any other field may also be used if agreed upon by the two teams.

e) NON-LEAGUE TOURNAMENTS

- i) No games may be cancelled for non-league tournaments.

5) UMPIRES

a) GENERAL

- i) Two umpires shall be used in each game unless it is agreed upon by both teams to play with only one umpire.
- ii) The league will continue to use Umpires provided by Lou McGrath via the North Shore Umpires Association (NSSUA).
- iii) Teams are responsible for reporting specific issues to Lou.
- iv) Two team reps will be chosen each year to be the liaisons to our umpire contact.

b) NO-SHOWS

- i) In the event of an umpire no-show or late arrival, both teams must wait at the field for 30 minutes.
- ii) Each team must have the requisite number of players present or the game will still be considered a forfeit even if the umpires don't show.
- iii) If after 30 minutes no umpires show up and no reasonable replacement can be found, the game will be rescheduled.
- iv) If both teams involved can agree on a suitable "substitute" umpire then they may play the game using that umpire.

6) GAME DAY TEAM RESPONSIBILITIES

If there is only one game at a field, the home team is responsible for everything under "first game" and "last game" responsibilities.

a) ALL TEAMS

- i) All teams, at every game and field, are responsible for picking up trash from around their bench area after each game and recycling appropriately at the field.

b) ALL TEAMS SCHEDULED FOR THE FIRST GAME (ANY FIELD)

- i) Teams scheduled for the first game on a field are both responsible to ready the field for play if there are any puddles on the field and your team reps have deemed the field playable.

c) MATTOS FIELD

i) FIRST GAME - HOME TEAM

- (1) Must ready the field for play, if there are any puddles on the field and your team reps have deemed the field playable.
- (2) Must provide 2 game balls, located in the middle room of the field house.
- (3) Must put out all of the bases, also in the middle room of the field house.
- (4) Must unlock the bathroom in the field house.
- (5) Must put the field lights on, if needed. Lights shut off automatically.
- (6) Must run down all foul balls whenever possible.
- (7) Should update the scoreboard.

ii) SECOND GAME - HOME TEAM

- (1) Must provide 2 game balls, located in the middle room of the field house
- (2) Must put the field lights on, if needed. Lights shut off automatically.
- (3) Should update the scoreboard.
- (4) Must run down all foul balls whenever possible.
- (5) Must pick up all of the bases, return them to the middle room and lock the door.
- (6) Must lock the bathroom in the field house.
- (7) Must fill holes and rake the field after the game.

d) BURNHAMS FIELD

Right now there is only one game per night at Burnham's field. Please use common sense if there are ever more games and these rules are not updated accordingly

i) HOME TEAM

- (1) Must ready the field for play, if there are any puddles on the field and your team reps have deemed the field playable.
- (2) Must provide 2 game balls, located in the CAWSL bin in the women's bathroom.
- (3) Must put out and return all of the bases, also in the bin in the women's bathroom.
- (4) Must ensure the bin and bathrooms remain locked at all times.
- (5) Must run down all foul balls whenever possible.

7) IN GAME RULES

a) ASA RULES

- i) ASA slow pitch rules will be used except where league rules supersede them, as specified in these bylaws.

b) FORFEITS

- i) Scoring for forfeits will be 7-0, in favor of the non-forfeiting team, in accordance with the ASA rule.

c) UNIFORMS

- i) All players should have a team shirt. If a player does not have a team shirt she should try to wear a shirt that is comparable in color and style.

d) EQUIPMENT

- i) Only ASA approved bats/balls may be used. Please refer to banned bat list.
- ii) Players are not required to share bats with teammates or other league members.

- iii) Metal cleats are not allowed.

e) TIME

- i) Games start at 6:15 and 7:45
- ii) A 15 minute grace period is allowed if a team does not have enough players to begin the game at the specified time.
- iii) However, no grace period is given for the second game if the first game ends after 7:45.
- iv) For the 6:15pm game only, no new innings will begin after 8:00 regardless of start time.

f) MERCY RULE

- i) The game is declared over when one team is ahead by 15 or more runs starting in the fifth inning, provided that the team that is behind gets to bat 5 times.
- ii) Additionally, the losing team has the option to concede the game in the following 2 situations:
 - iii) The time limit has been reached, or
 - iv) They are losing by 20 runs in the 4th inning.
- v) **NOTE:** Conceding is not considered a forfeit.

g) NUMBER OF PLAYERS

- i) A team must have 8 players to begin a game.
- ii) A 9th and 10th player can be added at any time but must be put at the bottom of the batting order.
- iii) If a team cannot field a team of 8 players then they must forfeit and are responsible for paying both umpire fees.
- iv) In order to reach 8 players, a team can pick up an 8th player substitute from another team in the league. The usage of this 8th player must conform to the following rules:
 - v) The player must be active on another team's roster in the league.
 - vi) They will act as a "non-defensive catcher" and will not bat.

- vii) The player is allowed to make “force-outs” on plays at home plate.
- viii) For other, non-force, plays at the plate the 8th player substitute is not allowed to make the play. It is suggested that the pitcher or other player, run in to make the play.
- ix) If an eligible roster player becomes available, the “8th player” must be removed from the game. They may return to play for their team if they were “borrowed” from the opposing team.

h) DESIGNATED HITTER

- i) The DH is an optional player that can only be used for the pitcher.
- ii) The manager must designate a DH prior to the start of the game, failure to do so forfeits the right to use the DH and the pitcher must then hit.
- iii) The DH cannot play a field position and may only be replaced by another player not currently in the lineup.
- iv) However, the designated hitter may change positions and become a position player at any point during the game. In this case, the team is forfeiting the role of the DH and the pitcher must be placed in the newly-opened spot in the order.
- v) The DH could also become the pitcher in which case the pitcher must hit when that spot in the batting order comes up again.
- vi) Unlike other positions the DH is “locked” into the batting order and no multiple substitutions may be made to alter the batting rotation of the DH. In other words, a double switch involving the DH and a position player is not possible. For example: if the DH is batting fourth and the catcher is batting eighth, the manager cannot replace both players so as to have the new catcher bat fourth and the new DH bat eighth. Once a team loses its DH under any of the scenarios discussed in the previous paragraph, the double switch becomes fully available, and may well be used via necessity, should the former DH be replaced in the lineup.

i) EXTRA HITTER

- i) An extra hitter may be used, per ASA rules. This allows for an eleven player line-up. All players on the field bat in addition to one other batter (except if the DH rule is used for the pitcher). The EH may enter the game on defense at any time.

j) SUBSTITUTIONS

- i) Substitutions may be made according to ASA rules, unless otherwise specified in these bylaws.
- ii) The opposing team shall be notified of all line-up changes (not position changes).
- iii) Once a player is substituted for, the original player may not return until 6 outs (3 offense and 3 defense) have passed (formerly known as "The 6 OUT RULE").
- iv) The original player can only return to the game in the same spot in the batting order.
- v) A player and her substitute may never be in the batting order or in the field at the same time.
- vi) Players on the field may change defensive positions at any time.

k) PITCHING

- i) A pitcher must have at least one foot on the rubber (or line) at the beginning of each pitch.
- ii) No more than one step can be taken off of the rubber (or line) by the end of a pitch.
- iii) The pitching distance is 45 feet from home plate and the arc must be between 6 and 12 feet.
- iv) A pitchers mat will not be used.
- v) An intentionally walked batter may be motioned to first base without throwing any remaining pitches. Notify the umpire of your decision.

l) SLIDING

- i) Sliding is allowed, except into first base on the initial hit. This will result in an automatic out.
- ii) Sliding players and defensive players must realize that the players, league and coaches and sponsors will not be responsible for any injuries that may occur as a result of a slide. Coaches should stress the proper way to slide and discourage non-trained players from doing so. NO METAL CLEATS MAY BE USED.

m) COURTESY RUNNERS

- i) Courtesy runners may be used for an injured runner.
- ii) Players needing a courtesy runner need to be identified before game start while exchanging batting order with opposing team. (Pitchers & injuries as a result of the game excluded.)
- iii) The courtesy runner will be the player who made the last out for the team who is asking for a courtesy runner.
- iv) Pitchers may be excluded from being courtesy runners, even if they are running for themselves.
- v) Once a player elects to use a courtesy runner they must use a courtesy runner every time for remainder of the game.
- vi) If a player who is on base serving as a courtesy runner is also supposed to be the player at bat, then the last out (or next logical runner) can replace the courtesy runner so that she may be up to bat.

n) FOUL BALL RULE

- i) At any time after the second strike is called (no matter how the first two strikes are established) the batter is allowed one foul ball. If the batter hits a second foul ball, the batter is out (on strikes).

8) PROHIBITED BEHAVIOR

- a) Violators of the prohibited behavior rules will be subject to dismissal from the game and also additional fines or suspensions from the league board.
- b) No alcoholic beverages may be consumed by team personnel within the confines of the bench or playing area before or during a game. No spectator shall be in the team area with any alcoholic beverages.
- c) No profanity is allowed.
- d) Players may not leave the bench area to protest an umpire's decision. Threatening or abusing an umpire will result in ejection from the game and possible further action at the discretion of the umpire or the league board of reps.
- e) Ejection from any game brings a minimum suspension of one additional game which may be extended by the board. NO WARNING IS NECESSARY.

- f) Any players intentionally trying to injure another player will be suspended immediately for the remainder of the season, plus the following season. The return of said player will depend on a review by the league board.
- g) Any person serving a suspension is not allowed to be on the team bench or on the field.

9) PROTESTS

- a) All protests must be made while on the field and resolved at the discretion of the umpire whenever possible.
- b) If the protest cannot be resolved a \$25.00 deposit by the protesting team shall be paid when the protest is submitted.
- c) A league meeting will determine the outcome through a vote of all the team reps. Each team gets one vote. In case of a tie the protest will be deemed denied and the \$25.00 goes to the league.
- d) If a protest is not granted and is a no vote by the reps then the \$25.00 is given to the league. If a protest is won then the \$25.00 is refunded to the protesting team.

10) PLAYOFFS

a) PLAYER ELIGIBILITY

- i) All players must play a minimum of 5 (five) regular season games to be eligible for the playoffs.
- ii) Players will still be eligible to play in the playoffs if the minimum game requirement was not met due to pregnancy or injury.
- iii) Forfeits do not affect player eligibility. If a team forfeits against your team, all members of your roster are considered to have played that game.
- iv) Extenuating circumstances will be decided by the board

b) PLAYOFF RANKINGS

- i) Teams will be ranked for the playoffs according to their regular season records against all teams.
- ii) A team will drop a place in the standings at the end of the season for each additional forfeit exceeding 3 (three) forfeits.

- iii) If a tie happens for a playoff position, then the ties will be resolved as follows:
 - (1) The head-to-head records of the teams involved will be used.
 - (2) If still tied, the least amount of runs (against all teams) allowed over the season will be used.
 - (3) If tied once again, a possible tie-breaker game may be played but the field should be narrowed down as much as possible using the previous steps.

c) PLAYOFF FORMAT AND GAMES

- i) Semi-finals will consist of a two out of three series with #1 vs. #4 and #2 vs. #3.
- ii) The finals will be the winners of those games in a best of three out of five series.
- iii) All playoff games will consist of 7 innings to be complete. The only exception is if the mercy rule (as defined in these bylaws) is in effect. If 7 innings cannot be completed (i.e. rain or darkness), the game will continue on a date and time set by the teams involved, from the point the game had to be called.