

# HIGHLAND PARK BASEBALL ASSOCIATION, INC.



2009

*Administrative Policies*  
*HPBA General Rules • Age Division Rules*

P.O. Box 1662 • Topeka, KS 66601  
Dornwood Park • 25th and Highland  
[www.topekabaseball.com](http://www.topekabaseball.com)

RAIN OUT HOTLINE: 266-8870

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# 2009 BOARD OF DIRECTORS

## Executive Officers

President:	Mike Rosencutter	271-5812
Vice President:	Doug Moore	862-1877
Secretary:	Melody Rosencutter	271-5812
Treasurer:	Joe Bowen	235-3346

## Board of Directors

Anthony Hensley	232-1944
Ellen Baeten	246-2612
Honorary Greg Torrez	633-0455
Hot Rod Garst	234-6045
Katrina Plakio	232-8170
Ken Fortney	783-2904
Kevin Lawson	266-5496
Kurt Lawson	266-5496
Leonard Gonzalez	357-1475
Lester Garst	266-7107
Loretta Phannestil	383-2035
Mitch Copeland	554-6080
Ron Morehead	267-5468
Steve Bauman	246-3572
Thomas Ross	232-8170

## Tournament Directors

State	Anthony Hensley	232-1944
Invitational	Ron Morehead	267-5468

## Age Division Representatives

<b>Rookie</b>	( Instructional ):	Hot Rod Garst	234-6045
<b>Pinto</b>	( 8 and under ):	Kristi Schimmel	233-9013
		Katrina Plakio	232-8170
<b>Mustang</b>	( 10 and under ):	Joe Bowen	235-3346
<b>Bronco</b>	( 12 and under ):	Mitch Copeland	554-6080
		Thomas Ross	232-8170
<b>Pony</b>	( 14 and under ):	Steve Bauman	246-3572
<b>Colt</b>	( 16 and under ):	Anthony Hensley	232-1944
<b>Palomino</b>	( 18 and under ):	Anthony Hensley	232-1944

## League Staff

Legal Advisor:	Jim Parrish	379-0702
Concession Stand Manager:	Pet Tavares Jr.	232-4991
Grounds-Keeper	Ron Morehead	267-5468
Umpire-in-Chief	Dean Carson	266-5684

# **HPBA Administrative Policies**

## **Article 1: Description of the Association**

1. The Highland Park Baseball Association, Inc., has provided an amateur youth baseball program in the Topeka community since 1942. The Association originally operated under the sponsorship of the Highland Park Booster Club. When the Booster Club dissolved years ago, the Highland Park Baseball League continued to exist under the leadership of volunteers from the Highland Park community. These volunteers formed a nonprofit corporation in 1980 to operate the program. The corporation is named Highland Park Baseball Association, Inc. (HPBA).

2. Similarly, the Highland Park Girls Softball League was formed in 1977. The name of this organization was later changed to Dornwood Girls Softball Association, Inc. (DGSA), and is managed by a separate board of directors. The HPBA and DGSA programs are conducted on playing fields and other facilities at Dornwood Park, 25th and Highland, in Topeka, Kansas. In addition, HPBA plays games at Billard Park, located at Seward and Popular, in Topeka.

## **Article 2: Membership in the Association**

1. Membership in HPBA shall consist of all current team managers, age division representatives, and the HPBA Board of Directors. Each member shall have one vote, even if such member serves in more than one position, which qualifies for HPBA membership. All matters pertaining to membership meetings shall be governed by the HPBA bylaws.

## **Article 3: Management of the Association**

1. The HPBA Board of Directors shall be comprised of community volunteers who have been involved in the HPBA program as a manager, coach, parent, sponsor or supporter for at least 2 years. HPBA officers shall meet the same qualification for at least 3 years and have been a director for at least 1 year.

2. The Board of Directors shall elect a President who serves as general manager of the program. The President shall have overall authority for managing the program and may appoint a representative for each age division to coordinate the activities within each age division. The President is assisted by other officers and directors who assume management duties on designated dates throughout the season to supervise the conduct of games.

3. The HPBA officer or director on duty shall have exclusive authority to terminate games due to inclement weather or unforeseen circumstances. Umpires and team managers shall not have the authority to terminate games. Procedures for the postponement and rescheduling of games are provided in Articles 13 and 14 of these policies.

4. The officer or director on duty shall assist umpires in dealing with special problems that arise during game play. In no event shall an officer or director be called upon to evaluate or overrule an umpire's decision, or in any way preempt an umpire's authority to conduct games.

5. The Board of Directors shall decide protests pursuant to Article 11 of these policies.

6. HPBA is affiliated with the American Amateur Baseball Congress (AABC), the National Baseball Congress (NBC) and the United States Specialty Sports Association (USSSA), national programs which promote amateur baseball through state, district, regional and national tournament competition for all age groups.

## Article 4: Player registration and birth certificate

1. HPBA provides amateur baseball for players from age 5 to age 18, and is open to any person of qualifying age who wants to enroll. A registration form signed by the player and the player's parent or legal guardian is required for a player to be eligible to play prior to opening day of the current year. Under no event shall a player be allowed to play in any game until the appropriate fees and paperwork have been submitted. Player fees shall not be refunded unless the HPBA President deems such refund appropriate. Checks should be made payable to "Highland Park Baseball Association" or "HPBA" and can be mailed to P.O. Box 1662, Topeka, Kansas 66601. Checks returned for any reason will be assessed a \$30 handling fee by HPBA.

2. Each player shall be assigned to an age division within HPBA based on the player's age on or before May 1 of the current year. Each player shall be identified by a birth certificate or Photostat copy of same, from the bureau of vital statistics of the city, county or state in which the player was born. Where compliance with the foregoing can be shown to be impossible, age eligibility shall be determined at the discretion of the HPBA Secretary.

3. The HPBA age divisions are as follows: **Rookie Division: age 6 and under; Pinto Division: age 8 and under; Mustang Division: age 10 and under; Bronco Division: age 12 and under; Pony Division: age 14 and under; Colt Division: age 16 and under; and Palomino Division: age 18 and under.**

4. No player shall be added to a team's roster in the Pinto, Mustang, Bronco and Pony age divisions after June 15, or in the Colt or Palomino age divisions after July 1 of the current year.

## Article 5: HPBA finances, fund raising and sponsors

1. This year the total budget for the HPBA program will exceed \$60,000. The City of Topeka provides playing fields and electricity for lighting at Dornwood Park and Billard Park. HPBA is responsible for maintaining the Dornwood Park and Billard Park facilities throughout the season and must pay all expenses incurred for grounds keeping, telephone service, equipment, umpires, trophies and awards. The operation of the HPBA program is financed from several sources herein described.

2. Team fees are outlined in the League Fee Schedule that can be access on the HPBA website. If a team decides to pass any playing costs to its players, players can elect to participate in the annual HPBA fundraising campaign. Team fees are based on 12 players and are as follows:

<b>Rookie -</b>	<b>\$25 per player due by 15<sup>th</sup> May</b>
<b>Pinto thru Pony -</b>	<b>\$1500 per team due by 1<sup>st</sup> April</b>
<b>Colt and Palomino -</b>	<b>\$1000 per team due by 15<sup>th</sup> June</b>

3. All donations to HPBA are tax deductible because HPBA is designated as a 501(c) (3) organization under the U.S. Internal Revenue Code. Sponsors should verify with their tax advisor how their donation/sponsorship should be handled to maximize any tax benefit.

4. HPBA also receives part of the profits from a fast-food concession stand. HPBA encourages team managers, players, parents and spectators to patronize the concession stand, especially in the purchase of team pop after each game.

## Article 6: Team managers

1. Each HPBA team shall have an adult manager who shall be approved by the HPBA Board of Directors. Duties of the team manager shall include, but not be limited to the following:

- a. Recruit players and ensure each player is properly enrolled by submitting registration form and birth certificate.

- b. Select coaches, preferably at least two.
- c. Ensure that the team is fully uniformed and equipped with catcher's gear, bats, baseballs, etc.
- d. Assist HPBA with mandatory work days, fund raising, and select team fund raising chairperson.
- e. Schedule and notify each player of practice times and locations.
- f. Comply with predetermined game schedule published by age division representative and notify each player of game times and locations.
- g. Notify the HPBA President of any player suspension or resignation prior to enrolling a replacement player.
- h. Select a qualified scorekeeper to keep score during each game.
- i. Inspect the HPBA bulletin board and notify each player about games postponed and rescheduled.
- j. Keep team sponsor(s) informed about team and HPBA activities.
- k. Maintain order among players, coaches, parents and spectators in the interest of fair play and good sportsmanship.

### **Article 7: Conduct of players, managers, coaches, parents and spectators**

1. Players, managers, coaches, parents and spectators shall conduct themselves in a manner consistent with fair play and good sportsmanship while in Dornwood Park and Billard Park.
2. No person shall possess or consume alcohol or drugs in Dornwood Park and Billard Park. The HPBA officer or director on duty may report any person in violation of this policy to the Topeka Police Department. Violation of this policy may also result in the suspension or termination of the offending person(s) from the HPBA program under the procedures described in Articles 8 and 9.
3. No person shall make insulting, intimidating or harassing remarks or gestures which would degrade an umpire, player, manager, coach, parent or spectator. Players occupying the dugout during game play shall not shout at or otherwise intimidate the pitcher or other defensive player.
4. Parents and spectators should refrain from exhibiting emotional outbursts and should conduct themselves in the same sportsmanlike manner reasonable adults expect of children.
5. Violation of the foregoing policies shall result in ejection from the game(s) during which said violation occurred. All ejections shall be reviewed by a committee of 3 officers or directors appointed by the HPBA President. This committee shall have the authority to: (1) cause a team's forfeiture of the game(s) during which said violation occurred, and (2) refer any ejection to the President and HPBA Board of Directors for suspension or termination of a participant from the HPBA program under the procedures described in Articles 8 and 9.
6. All managers and coaches in the HPBA program shall sign a pledge of good sportsmanship and conduct prior to the beginning of each season.

## **Article 8: Suspension or termination**

1. A team manager may suspend any player for cause resulting from unsportsmanlike and offensive conduct, behavior problems, and failure to attend practices or games, or habitual tardiness to practices or games. The team manager is not obligated to suspend a player unless the player's actions are detrimental either to HPBA or to the player, or both.
2. The team manager may suspend any player for disciplinary reasons for no more than 1 game without notifying the HPBA President. Suspension may occur prior to or during a game. Whenever a player is suspended during a game, the suspension counts as a suspension for 1 full game.
3. Any suspension of a player for more than 1 game must be approved by the President. The team manager shall notify the President in writing the name of the player being suspended and the reason for the suspension. The manager shall also notify the player's parent or legal guardian of the suspension.
4. In the event disciplinary action arises during a game which makes necessary the suspension of a player who already has been suspended once for cause, the team manager may suspend the player without prior approval of the President if sufficient reason exists for said suspension.
5. In all cases of suspension, the team manager shall notify the HPBA officer or director on duty, the umpires in charge of the game, and the opposing team manager that the manager is suspending a player for cause. Unwarranted suspension of a player may, at the discretion of the HPBA Board of Directors, result in forfeiture of the game for which the suspension applies.
6. A player may be terminated from the team by the manager if the player intends to be or is absent more than 15 days during the season. All players who intend to be absent for more than 15 days should notify the team manager immediately. The team manager shall notify the player's parent or legal guardian and the President if the player is to be terminated. All such terminations shall be subject to approval by the President.
7. A player may be terminated from the team for disciplinary reasons by the Board of Directors after an administrative hearing as provided in Article 9. The team manager shall notify the Board of Directors in writing the name of the player being terminated and the reason for termination. The manager shall also notify the player's parent or legal guardian of the termination.
8. A player may be suspended or terminated without the consent of the team manager by the Board of Directors if, after an administrative hearing as provided in Article 9, it is found that the player's actions are detrimental either to HPBA or to the player, or both.
9. Refund of the terminated player's registration fee shall not be granted unless the President deems such refund appropriate and only after the player has returned to the manager any clothing and equipment belonging to the team. However, in all cases of player termination, no refund shall be made after June 15 of the current season.
10. A team, manager, coach, parent or spectator may be suspended or terminated from the HPBA program by the Board of Directors if, after an administrative hearing as provided in Article 9, it is found that such person's actions are in violation of HPBA rules or administrative policies or detrimental to HPBA.

## **Article 9: Administrative hearing procedures**

1. An administrative hearing shall be held by the HPBA Board of Directors at any such time as the unsportsmanlike conduct or other actions of any team, player, manager, coach, parent or spectator may constitute cause for suspension or termination from the HPBA program.
2. Prior to the hearing, the HPBA President shall gather all pertinent preliminary information from persons who were present at the time of the incident. The President shall notify in writing the persons involved as to the date, time and location of the hearing.
3. No fewer than 5 members of the Board of Directors shall be present and voting at the hearing.
4. All persons who were notified to be present at the hearing shall be entitled to describe the incident in their own words without dispute from others present. Only the members of the Board of Directors may question each person, after which they shall go into closed session for discussion and voting.
5. The majority vote of the Board of Directors voting at the hearing shall be required for the suspension or termination of any person from the HPBA program. Such person shall be notified in writing as to the Board's final decision.

## **Article 10: Umpires, unsportsmanlike conduct and ejection from game**

1. The HPBA Board of Directors selects an Umpire-in-Chief each season. The Umpire-in-Chief shall be responsible for the recruitment, training and scheduling of umpires to officiate games. Each umpire shall become familiar with these administrative policies, HPBA general rules, and the rules of each age division in which they will be officiating. A more extensive discussion of the UIC's responsibilities can be found in the UIC Job Description.
2. The Umpire-in-Chief shall appoint 2 or more umpires to officiate at each game, except in Rookie Age Division games, where there shall be no umpire. The umpires shall be responsible for the conduct of the game in accordance with Official Baseball Rules and HPBA rules and for maintaining order and discipline on the playing field.
3. Each umpire shall have the authority to disqualify any team, player, manager, coach, parent or spectator for unsportsmanlike and offensive conduct and to eject such disqualified person(s) from Dornwood Park and Billard Park accordance with the procedures herein described. A more extensive discussion of the Umpire's responsibilities can be found in the Umpire Job Description.
4. In the event any person continues to display unsportsmanlike and offensive conduct, the umpires shall have the authority to stop the game until such conduct ceases and/or to order the person to leave the immediate vicinity of Dornwood Park and Billard Park. Further, the umpires shall have the authority to declare the game forfeiture in the event the person refuses to cease such conduct or to leave Dornwood Park and Billard Park. Any person ejected shall leave for the remainder of the game in which they were ejected and for the next scheduled game in which their team is involved before being allowed to return to Dornwood Park and Billard Park.
5. Upon ejection from any game, the person(s) ejected shall not communicate further with team personnel or umpires during the remainder of that game or the team's next scheduled game.
6. For the purposes of this policy, the Dornwood Girls Softball Association's playing fields and facilities are part of Dornwood Park. Therefore, any person(s) ejected from an HPBA game at Dornwood Park shall not be allowed to remain even within the DGSA's part of the park.

## Article 11: Protests

1. Any umpire's decision which involves judgment such as whether a batted ball is fair or foul, whether a pitch is a ball or strike, or whether a runner is safe or out, shall be final. Such decision may not be the subject of any protest.
2. If there is reason to believe that an umpire's decision is based on a misinterpretation of the Official Baseball Rules or HPBA rules, or that the opposing team is in violation of same, the team manager may protest the umpire's decision or the alleged rule violation and request that a ruling be made.
3. Such protest may be made only by the protesting team manager to the home plate umpire at the time of the decision or alleged rule violation. The umpire shall notify the HPBA officer or director on duty, and shall instruct both managers and each umpire working the game to sign the home and visiting team score books. At the time of the protest, the protesting team manager shall pay a \$50 cash protest fee to the officer or director on duty. Under no circumstances shall any manager be allowed to delay the game for more than 3 minutes in making such protest.
4. Protest Resolution
  - a. If the UIC is onsite and is able to make a ruling, the protest can be resolved by the UIC immediately.
  - b. If the UIC is not available OR the protesting team is not satisfied by the UIC's interpretation, the protesting team manager shall submit to the officer or director on duty or the HPBA President the protest in writing within 24 hours of game completion. Such written protest shall cite the rule(s) involved by number.
5. All protests shall be heard by the HPBA Board of Directors, except that any officer or director who has a direct interest in the outcome of any protest shall be disqualified from participating in the meeting during which same is considered. No fewer than 5 members of the Board of Directors shall be present and voting at the meeting and the majority vote of those members shall be required to decide the protest. Such decision shall be final.
6. In the event the protest is upheld, the \$50 protest fee shall be refunded.

## Article 12: Scorekeepers

1. Each home team manager shall provide a scorekeeper who is 16 years of age or older for each game. Scorekeepers shall be located at or adjacent to the scorekeeper's table behind home plate.
2. The home team scorekeeper shall be the official scorekeeper and keep the official score book for the game. Both home and visiting team scorekeepers shall make appropriate entries in their score book during the game. The visiting team shall operate the electronic scoreboard.
3. The official scorekeeper shall make note of the starting and ending time of each game as instructed by the umpires working the game.
4. Upon completion of the game, the home team scorekeeper shall insure that the official score book is signed by the umpires working the game and by the opposing team scorekeeper.
5. In the event the game is called due to inclement weather or any unforeseen circumstance, the official scorekeeper shall, by instruction of the umpires, record the time at which the game was called in the official score book.

## Article 13: Postponement and rescheduling of games

1. In the event games are postponed due to inclement weather or any other unforeseen circumstances, HPBA shall post a "No Games" notice on the HPBA website or **posted on the bulletin board**. Each team manager **or team designee(s)** shall be responsible for notifying players whether a game has been postponed. The web address for HPBA is [www.topekabaseball.com](http://www.topekabaseball.com).
2. In the event of tornado warning sirens sounding after 5:00 p.m., all HPBA games for the evening shall be postponed to a future date.
3. HPBA shall also maintain a telephone "hot line" and **on the official HPBA website** for the purpose of informing participants about the postponement of games. The telephone number of this "hot line" for **Dornwood is 266-8870. The web address for HPBA is [www.topekabaseball.com](http://www.topekabaseball.com).**
4. Only the HPBA officer or director on duty shall have the authority to terminate a game due to inclement weather or unforeseen circumstance.
5. The rescheduling of regular season games which are postponed shall be subject to the approval of the HPBA President or Tournament Director. Both team managers **or team designee(s)** shall be notified of any rescheduled game. In all tournament games hosted by HPBA, the Tournament Director shall have sole authority to postpone and reschedule such games. (Also see Article 14 on the rescheduling of postponed games.)

## Article 14: Bulletin board

1. **Important HPBA information shall be posted throughout the season on the official HPBA website [www.topekabaseball.com](http://www.topekabaseball.com) or on a bulletin board outside the Dornwood Park concession stand where important information shall be posted throughout the season.** This information shall include: rescheduling of postponed games, age division win-loss standings, tournament brackets and pairings, protest decisions, amendments to HPBA administrative policies or rules, and other special notices. Each manager **or team designee(s)** shall be responsible for knowing the information posted **on the official HPBA website [www.topekabaseball.com](http://www.topekabaseball.com) or on the bulletin board.**

## Article 15: Tournament competition

1. Any tournament held at HPBA facilities must be approved by the Board of Directors.
2. The selection of extra players for state or district tournament competition shall be made in accordance with USSSA, AABC or NBC official rules. The HPBA President shall inform team managers of their rights and responsibilities under these rules.
3. Entry fees for any tournament hosted by HPBA shall be determined by the tournament chairperson. HPBA teams will be charged ½ of the determined entry fee. HPBA teams will not receive a discounted gate fee.
4. If the state association sponsoring a state tournament at HPBA does not have an established fee schedule, entry fees will not be less than \$150 per team and gate fees will not be less than \$100 per team.

## Article 16: Clothing and equipment

1. Each player shall be required to wear the team's shirt and cap during the game, unless there are circumstances he is unable to do so. Players above the Rookie Division are not allowed to wear shorts. Team managers and coaches should also wear the team's shirt and cap. Adults may wear shorts. No player, manager or other team representative is allowed to wear sandals or other open-toed shoe on the playing field or in the dugout.

2. All players are prohibited from wearing on their person during game play the following: metal cleated shoes, jewelry or any other foreign objects which may be hazardous to themselves or others.
3. Except for the Palomino, Colt and Pony age divisions, players shall not wear metal-cleated shoes.
4. Pitchers are prohibited from wearing sweat bands or other foreign objects on their hand or arm while on the pitching mound.
5. Each player shall furnish a baseball glove for personal use. Team managers are responsible for providing all other equipment, including a complete set of catcher's gear equipped with protective cup and throat protector. Catchers shall be required to wear a complete set of protective gear.
6. There are no restrictions against the use of equipment furnished by team members or sponsor(s) as long as the equipment is safe and not designed to give unfair advantage to the user. EXCEPTION: The use of softball bats is prohibited.
7. Team managers should encourage all players to wear an athletic supporter with protective cup.

## **Article 17: Trophies and awards**

1. HPBA will provide regular season trophies and/or awards to teams and players as determined by league standings. Standings should be calculated in the following way:
  - a. Win / Loss Record
  - b. Head-to-Head Records
  - c. Playoff Game
  - d. If it is impossible to schedule a playoff game, a coin toss will be used to determine the final rankings.  
EXCEPTION: If a coin toss is used to determine rankings for tournament seeding or tournament berths, an attempt will be made to schedule a playoff game at a later date to determine regular season rankings more decisively.
2. HPBA Regular Season Awards
  - a. First place team trophies and first place player trophies will be awarded to teams who place first in their age division. If there are 4 or more teams in an age division, second place team trophies and second place player trophies will be awarded to the second place team. If there are 6 or more teams in an age division, third place team trophies and third place player trophies will be awarded to the third place team. In an age division comprised of more than 10 teams, trophies shall be awarded to the number of teams as determined by the Board of Directors.
  - b. Players who belong to a team that does not qualify for a regular season trophy shall be awarded a participation medal.
3. Invitational, Post Season or State Tournament Awards
  - a. First place team trophies and first place player trophies will be awarded to teams who place first in their bracket. If there are 4 or more teams in a bracket, second place team trophies and second place player trophies will be awarded to the second place team. If there are 6 or more teams in a bracket, third place team trophies and third place player trophies will be awarded to the third place team.
  - b. This rule will be overruled by award guidelines set forth by the governing association which HPBA is hosting the tournament for.

## **Article 18: Mandatory work days**

1. Each team participating in HPBA shall be required to provide at least 16 hours of adult labor for improvements at Dornwood Park and Billard Park on days designated by the HPBA President as "mandatory work days" prior to the beginning of each season. Any team which fails to meet this requirement shall forfeit its right to use Dornwood Park and Billard Park fields for pre-season practice and shall pay HPBA a \$100 fine. (Team managers should encourage their players to participate in work days.)

## **Article 19: Insurance**

1. HPBA provides limited insurance coverage for the players, managers and coaches to cover accidental injuries occurring en route to and during games and practices. The policy coverage begins on April 1 and terminates on December 31 of the current year. In providing this coverage, however, HPBA absolves itself from liability for any cause of action arising from the conduct of its baseball program as described in Article 20 of these policies. The insurance coverage is secondary in nature and will not apply to the extent there is other valid and collectible insurance with another insurer providing coverage for the same accidental injury covered by HPBA's policy.

2. The HPBA policy provides for payment of medical expenses resulting from accidental injury subject to specific limitations contained within the policy for each type of treatment. Treatment must be required of each insured within 30 days after the date of the accidental injury, and the claim must be made on a form furnished by the insurance company. Claim forms may be obtained via the HPBA website on the "Links" page.

## **Article 20: Assumption of risk; no liability to Association**

1. Each player, manager, coach, or other participant in the HPBA program assumes all the risks ordinarily arising from such activity and agrees by participating in such program to save and hold harmless HPBA from any and all claims, demands, liabilities, and costs arising from damage or injury, actual or claimed, of whatever kind or character to property or persons allegedly occurring during the conduct of the program.

2. Neither HPBA nor its Board of Directors, members or contractors shall be responsible or liable in any manner to players, managers, coaches and other participants from acts resulting in personal injury or property damage whenever such acts may reasonably be expected from conduct of the baseball program. Further, HPBA shall not be responsible or liable for gross, wanton, reckless or intentional acts of players, managers, coaches, officers or members of its Board of Directors where such acts hereby are deemed to be outside the scope of the Association's baseball program.

3. Managers and coaches are neither considered agents, servants nor employees of HPBA, which has no right to control their day-to-day activities in managing and coaching their respective teams except as defined by these administrative policies, HPBA rules, and the generally accepted rules of baseball.

## **Article 21: Amendments to administrative policies**

1. The HPBA Board of Directors reserves the right to amend these policies at any time during the season. Each team manager, HPBA umpire and any other affected persons shall be notified in writing of any amendment to these policies.

# HPBA General Rules

## ***THE CURRENT EDITION OF THE OFFICIAL BASEBALL RULES SHALL APPLY SUBJECT TO THE FOLLOWING EXCEPTIONS:***

### **Rule 1 – AMENDMENT OF RULES**

The HPBA Board of Directors reserves the right to amend these rules and the rules applicable to each age division at any time during the season. Each team manager, HPBA umpire and any other affected persons shall be notified in writing of any amendment to the rules.

### **Rule 2 – GAME PROCEDURES**

2.1 Weeknight game starting times will be 6:15 p.m. and 8:30 p.m., unless otherwise noted.

**2.2 A forfeit shall be awarded to a team by the official game umpire when the opposing team has not arrived after 10 minutes after the official game time. In this case, the Board Member on Duty and the league representative shall be notified as well as the forfeiting team manager or team designee(s). If the forfeiting team feels the forfeit was in error, they can protest the forfeit according to the rules for protest under Article 11.**

2.3 Each team is allowed 7 minutes for pre-game infield warm-up. In all 6:15 p.m. games, the visiting team must have completed infield warm-up no later than 10 minutes prior to scheduled game time. In the event a game runs over the time limit, each team of the following game will be allowed 7 minutes for infield warm-up after the field and dugouts have been cleared from the preceding game.

2.4 The first inning of a game shall begin immediately after the umpire calls the first batter to home plate. All succeeding innings shall begin immediately following the third out of the prior inning, or immediately after the maximum allowable runs per inning are scored in Pinto and Mustang age divisions, or after the maximum number of batters per inning in Rookie age division.

2.5 A game shall terminate after the maximum number of innings are played or the maximum time limit elapses, whichever occurs first, or the game is called due to Rule 3, the maximum run rule. EXCEPTION: An inning in progress must be completed regardless of time unless the home team declines its final inning at bat.

2.6 The official timekeeper shall be the umpires working the game.

2.7 A call of "time out" by a player, manager, coach, umpire or other game participant shall not stop the clock after the game has begun. EXCEPTION: The umpire may suspend or add time to the game due to an injury time out or if it appears the game is being delayed intentionally. No manager or coach shall request a time out for the purpose of delaying the game. Such intentional delay of the game may result in ejection from the game.

2.8 The following minimum innings played or time elapsed shall be an official game in the Pinto and Mustang age divisions: 2 and ½ innings if the home team is ahead in the score, otherwise 3 complete innings, or time has elapsed 1 hour, whichever occurs first.

2.9 The following minimum innings played or time elapsed shall be an official game in the Bronco, Pony and Colt age divisions: 3 and ½ innings if the home team is ahead in the score, otherwise 4 complete innings, or time has elapsed 1 hour and 15 minutes, whichever occurs first.

2.10 An official game in the Palomino age division is 3 and ½ innings if the home team is ahead in the score, otherwise 4 complete innings. There is no time limit in the Palomino age division. All games are 7 innings, unless called earlier or the game goes into extra innings.

### **Rule 3 – MAXIMUM RUN RULE**

- 3.1 A game shall be called in the event a team is ahead by 15 or more runs after 3 completed innings of play.
- 3.2 A game shall be called in the event a team is ahead by 10 or more runs after 5 completed innings of play.
- 3.3 A game shall be called in the event a team is ahead by 25 or more runs after one complete inning of play.
- 3.4 At the completion of a game, score differences greater than 15 runs will be reduced to a 15 run difference. The adjusted score will become the official score to be posted in the league records and in the newspaper.

### **Rule 4 – TEAM PROCEDURES**

- 4.1 The minimum number of players available to play at scheduled game time shall be 7 players. If the minimum number of players is not available, that team shall forfeit the game. There shall be one "automatic" out in the event a team has only 7 players available to play in the game. **This out is only recorded in the lineup when the eighth player is gone.** If a team has only 8 players, they shall not be penalized.
- 4.2 Each team manager shall provide a complete team roster to the scorekeepers listing the starting lineup in proper batting order no later than 10 minutes prior to game time. The roster shall list all substitute players available for the game and any player who is absent and the reason for that absence, if known.
- 4.3 The official scorekeeper shall be the home team scorekeeper. The visiting team shall operate the scoreboard.
- 4.4 The home team shall occupy the first base dugout.
- 4.5 Team personnel allowed in the dugout shall include players, manager, coaches, bat boy or bat girl and scorekeeper. Team personnel shall not be allowed to sit in the stands or behind home plate and should remain in the dugout at all times except when playing defense, coaching a base, running the bases, at bat or on deck to bat, or warming up to pitch.
- 4.6 Smoking or the use of any other tobacco products by any team personnel in the dugout or on the playing field is prohibited.
- 4.7 Huddling on the playing field shall not be allowed if in the umpire's judgment it is being done to delay the game.
- 4.8 In all age divisions, except the Rookie age division, the umpire shall issue only 1 warning per team each game for throwing the bat before calling out batters who throw their bat.

### **Rule 5 – CRASH RULE**

- 5.1 No player shall use excessive force on offense or defense either by base running, sliding, or tagging a base runner. Violation of this rule shall result in the player being called out and the ball is dead. All other runners shall return to the last base reached before the play. Flagrant acts of excessive force shall result in the player's ejection from the game.

## **Rule 6 – MANDATORY PLAYING RULE**

6.1 Each player shall play not less than 2 consecutive complete innings on defense and shall bat at least 1 time, unless the game does not last 4 complete innings. EXCEPTION: Rule 6.1 shall not apply to teams in the Palomino and Colt age divisions or to any player who is the Extra Hitter (EH) during the game.

6.2 A team manager's violation of Rule 6.1 must be reported by the opposing team manager to the umpires during the game or to the HPBA officer or director on duty within 24 hours of game completion. The umpires or the officer or director shall notify the HPBA President, who shall decide if the manager violated Rule 6.1. Any such violation shall result in the **AUTOMATIC** forfeiture of the game by that manager's team.

6.3 If prior to entering the game a player is injured or becomes ill, such player shall not be required to play as provided in Rule 6.1. The team manager shall immediately inform the umpires, opposing team manager, and the scorekeepers of the player's injury or illness. Any player who is injured or becomes ill during the game may be replaced prior to fulfilling the requirements of Rule 6.1. Any such player may re-enter the game in accordance with Rule 8.2 if in the opinion of the manager the player has recovered sufficiently to play.

## **Rule 7 – EXTRA HITTER (EH) RULE**

The EH may be used at the team manager's discretion in Mustang, Bronco, Pony, Colt and Palomino age divisions in accordance with the following rules:

7.1 The manager shall inform the scorekeepers of intent to use the EH prior to the beginning of the game and shall not be allowed to insert an EH in the lineup after the game has begun.

7.2 In using the EH, a team shall bat 10 players and shall not revert to a 9-player lineup except for injury or illness, and only if no substitutes are available.

7.3 A manager may play any 9 of the 10 players on defense at any time, subject to Rule 8 (Re-entering the game) and Rule 6 (Mandatory Playing Rule).

7.4 The EH shall not be substituted for and is exempt from Rule 6 (Mandatory Playing Rule).

## **Rule 8 – SUBSTITUTIONS**

8.1 The team manager shall advise the scorekeepers of every change in the batting order and defensive positions. Scorekeepers shall note in the score book each half-inning a change is made.

8.2 No player may enter or re-enter the game as a pinch hitter unless he replaces a player who has batted at least 1 time. A player, after being removed from the game, shall sit out 1 inning before re-entering the game in any batting order provided the player being replaced has played 2 consecutive innings on defense and batted at least 1 time. Any player entering or reentering the game in violation of this rule shall be called out.

8.3 If the pitcher is removed from the mound but remains in the game, he may return to pitch in the same game subject to maximum number of innings allowed to pitch per game. In the event the pitcher is removed from the game, he shall not pitch again in that game. NOTE: Managers should use caution in bringing back a pitcher to pitch in the same game to avoid damaging his arm.

8.4 In the event the pitcher is injured during game play, the team manager or a coach may, with the umpire's consent, assist the pitcher without being charged a trip to the mound.

8.5 In the event of injury or illness of any player requiring removal from the game and no other substitutes are available, Rule 8.2 shall not apply.

## **Rule 9 – EJECTION RULE**

9.1 If a player, manager, coach, parent or spectator is ejected from any game sponsored by HPBA, that person shall immediately leave Dornwood Park and Billard Park for the remainder of that game and for the team's next scheduled game before being allowed to return to Dornwood Park and Billard Park. Such person shall not communicate further with team personnel or umpires during the remainder of that game or the team's next scheduled game. NOTE: For the purposes of this rule, the Dornwood Girls Softball Association's playing fields and facilities are part of Dornwood Park. Therefore, any person(s) ejected from an HPBA game at Dornwood Park shall not be allowed to remain even within the DGSA's part of the park.

9.2 The game umpires shall notify the HPBA President of any ejection. The President shall appoint a committee of 3 HPBA officers or directors to review the incident which resulted in the ejection. The committee shall have the authority to: (1) cause a team's forfeiture of the game(s) in which the ejection occurred, and (2) refer the ejection to the President and HPBA Board of Directors for suspension or termination of a participant from the HPBA program under the procedures described in Articles 8 and 9 of the HPBA administrative policies.

9.3 The matter of any person ejected from a second game during the same season shall be automatically referred to the Board of Directors for an administrative hearing as provided by Article 9 of the HPBA administrative policies.

## **Rule 10 – EQUIPMENT**

10.1 Each batter and base runner shall be required to wear a batting helmet equipped with proper ear protection at all times while on deck, at home plate, and running the bases. A base runner who intentionally removes his helmet while running the bases shall be called out.

10.2 Each catcher shall be required to wear a face mask equipped with throat guard, helmet equipped with ear protection, chest protector, shin guards, and athletic supporter with protective cup while catching during the game and warming up between innings. Any player who warms up a pitcher on the sideline or behind home plate between innings shall be required to wear a face mask equipped with throat guard and helmet. EXCEPTION: Catchers in the Palomino, Colt and Pony age divisions shall be allowed to wear a skull cap.

10.3 Only official baseballs authorized by the HPBA President may be used. Each team shall furnish one new and one used baseball in good condition for each game.

10.4 No player shall use a softball bat during game play.

10.5 In Palomino and Colt play no non wood bats may not exceed minus 3 (-3) in differential between length and weight.

10.6 No player shall wear metal-cleated shoes, jewelry, or any other foreign object on their person who may be hazardous to themselves and others. EXCEPTION: Players in the Palomino, Colt and Pony age divisions shall be allowed to wear metal-cleated shoes.

# Rookie Age Division Rules

## ***IN ADDITION TO THE OFFICIAL BASEBALL RULES AND THE HPBA GENERAL RULES, THE FOLLOWING RULES SHALL APPLY ONLY TO THE ROOKIE AGE DIVISION:***

### RULE 1 – GENERAL

- 1.1 Have fun!
- 1.2 Any player who is 6 years or younger on or before May 1 of the current year shall be eligible to play in the Rookie age division.
- 1.3 Pitching distance shall be 40 feet. Base distance shall be 50 feet.
- 1.4 No umpires – coaches should make out/safe calls
- 1.5 Do not keep score
- 1.6 4 full innings (both teams have batted through their lineups twice)

### RULE 2 – BATTING

- 2.1 **The entire lineup** bats each inning (Example: players 1-5 bat in inning 1, players 6-10 bat in inning 2 and so on thru 4 innings)
- 2.2 All players who are not batting or base running shall remain in the dugout. There shall be no on-deck circle or area.
- 2.3 No strikeouts
- 2.4 Coach pitches for 3 hittable pitches. If the third hittable pitch is a foul ball, the pitch does not count towards the pitch count.
- 2.5 After coach pitch, “tee-up” the ball until the batter hits it
- 2.6 The last batter in the lineup should not stop running at first, keep runners moving until out or all have crossed home plate
- 2.7 Up to 4 offensive coaches (2 base coaches, 1 coach assisting with the tee and 1 pitching coach) can be on the field at one time.

### RULE 3 – BASERUNNERS

- 3.1 If a player gets put out (tagged out, fly ball caught, etc), he/she should return to his/her dugout
- 3.2 Do not keep track of outs – keep batting until all players have batted
- 3.3 Runners cannot steal or leave a base until the batter hits the ball. Violation of this rule results in the base runner being returned to the base previously occupied.

### RULE 4 – FIELDING

- 4.1 Play fielders at normal positions with one additional outfielder. You should not have more than 10 fielders on the field at any one time.
- 4.2 Only players can make a play on a live ball. Neither an offensive or defensive coach shall make a play on a live ball.
- 4.3 Up to 3 defensive coaches can be on the field at one time.

## Pinto Age Division Rules

### ***IN ADDITION TO THE OFFICIAL BASEBALL RULES AND THE HPBA GENERAL RULES, THE FOLLOWING RULES SHALL APPLY ONLY TO THE PINTO AGE DIVISION:***

- Rule 1. Any player who is 8 years of age or under on or before May 1 of the current year shall be eligible to play in the Pinto age division.
- Rule 2. The starting lineup for a game shall consist of 10 players, 4 of whom shall play outfield.
- Rule 3. Pitching machine distance shall be 40 feet. Base distance shall be 50 feet.
- Rule 4. The front edge of the pitching machine shall be the pitchers rubber. One eight foot straight line will be drawn parallel from the pitchers rubber. The player pitcher must stay behind this line until the ball is hit.
- Rule 5. The field umpire will set the pitching machine speed at **40 mph**. The pitching machine speed and elevation will be the same for each team. He will also place the ball in the pitching machine and manage the game.
- Rule 6. The field umpire will call a maximum of **SIX** pitches or three swinging strikes to each batter. The batter is out on a dropped third strike.
- Rule 7. When a batted ball hits the pitching machine, the ball is dead, the batter is awarded first (1<sup>st</sup>) base and all runners shall advance one base from time of pitch.
- Rule 8. A thrown ball hitting the pitching machine is dead! Runners if not more than half way will return to the base at time of throw.
- Rule 9. When a defensive player is attempting a dangerous play near the pitching machine, the umpire may call a dead ball.
- Rule 10. The minimum number of players available to play shall be **Eight players**. If the minimum number of players is not available, then the team shall forfeit the game. **There will be one automatic out if only nine players are available and two automatic outs if there are only eight players available.**
- Rule 11. Run Rule: **Five runs scored in any half inning shall be the same as Three outs** and the game will be called when there are not enough innings left in the game for a team to score enough runs to win the game. Three outs or Five runs, whichever occurs first, shall constitute a team's side at bat per inning. **No exceptions to this rule.**
- Rule 12. A completed game shall be 6 complete innings or 1 hour and 30 minute time limit, whichever occurs first. NOTE: An "official" game is defined by Rule 2.7 of HPBA general rules.
- Rule 13. There are no walks and a batter does not get to take first base if hit by a pitched ball.
- Rule 14. If a runner leaves a base before the ball passes home plate, the following rules apply: Time is called and the runner is Out.

Rule 15.No base runner shall lead off or advance until the ball passes home plate. After the ball passes home plate, the runner may advance at his own rusk. No base runner on third shall advance to home unless he is batted home.

Rule 16.The umpire shall stop the game play when the pitcher is in possession of the baseball inside the 10' (ten) feet radius circle around the pitching mound, unless the ball is hit directly to the pitcher, at which time the umpire discretion will determine when the play is dead. An umpire should take into consideration that a pitcher who receives the hit ball while in the circle should attempt to make a play on the batter or runner instead of simply holding the baseball in the circle to end the play.

Rule 17.Ten players shall be allowed on defense. Each player shall play not less than **Two consecutive complete innings** on defense and shall bat at least "**one**" time unless the game does not last **Four complete innings**.

Rule 18.The infield fly rules does not apply.

Rule 19.No bunting is allowed.

Rule 20.The extra hitter (EH) rule does not apply.

## **Mustang Age Division Rules**

### ***IN ADDITION TO THE OFFICIAL BASEBALL RULES AND THE HPBA GENERAL RULES, THE FOLLOWING RULES SHALL APPLY ONLY TO THE MUSTANG AGE DIVISION:***

- Rule 1. Any player who is 10 years of age or under on or before May 1 of the current year shall be eligible to play in the Mustang age division.
- Rule 2. Pitching distance shall be 46 feet. Base distance shall be 65 feet.
- Rule 3. A completed game shall be 6 complete innings or 1 hour and 45 minute time limit, whichever occurs first. NOTE: An "official" game is defined by Rule 2.7 of HPBA general rules.
- Rule 4. 3 outs or 7 runs, whichever occurs first, shall constitute a team's side at bat per inning.  
**No exception to this rule.**
- Rule 5. In the event the score of a completed game is tied, Rule 4 shall not apply. The game shall then be played in accordance with the following rule: 3 outs or 9 batters shall constitute a team's side at bat per inning until the game is completed.
- Rule 6. No player shall pitch more than 3 innings in a game, except in the event the game goes into an extra inning, the player pitching in the last inning may pitch a total of 4 innings. One pitch shall constitute 1 inning for the purpose of this rule. A team manager's failure to comply with this rule shall result in the automatic forfeiture of the game by that manager's team.
- Rule 7. The umpire shall allow 1 balk warning per pitcher in a game before calling a balk.

## **Bronco Age Division Rules**

### ***IN ADDITION TO THE OFFICIAL BASEBALL RULES AND THE HPBA GENERAL RULES, THE FOLLOWING RULES SHALL APPLY ONLY TO THE BRONCO AGE DIVISION:***

- Rule 1. Any player who is 12 years of age and under on or before May 1 of the current year shall be eligible to play in the Bronco age division.
- Rule 2. Pitching distance shall be 50 feet and 6 inches. Base distance shall be 70 feet.
- Rule 3. A completed game shall be 7 complete innings or 2 hour time limit, whichever occurs first. NOTE: An "official" game is defined by Rule 2.8 of HPBA general rules.
- Rule 4. No player shall pitch more than 4 innings in a game, except in the event the game goes into extra innings, the player pitching in the last inning may pitch a total of 5 innings. One pitch shall constitute 1 inning for the purpose of this rule. A team manager's failure to comply with this rule shall result in the automatic forfeiture of the game by that manager's team.
- Rule 5. The umpire shall allow 1 balk warning per pitcher in a game before calling a balk.

## **Pony Age Division Rules**

***IN ADDITION TO THE OFFICIAL BASEBALL RULES AND THE HPBA GENERAL RULES, THE FOLLOWING RULES SHALL APPLY ONLY TO THE PONY AGE DIVISION:***

Rule 1. Any player who is 14 years of age or under on or before May 1 of the current year shall be eligible to play in the Pony age division.

Rule 2. Pitching distance shall be 54 feet. Base distance shall be 80 feet.

**NOTE: For AABC and NBC State tournament competition, pitching distance shall be 60 feet 6 inches; base distance shall be 90 feet.**

Rule 3. A completed game shall be 7 complete innings or 2 hour time limit, whichever occurs first. NOTE: An "official" game is defined by Rule 2.8 of HPBA general rules.

Rule 4. No player shall pitch more than 4 innings in a game, except in the event the game goes into extra innings, the player pitching in the last inning may pitch a total of 5 innings. One pitch shall constitute 1 inning for the purpose of this rule. A team manager's failure to comply with this rule shall result in the automatic forfeiture of the game by that manager's team.

## **Colt Age Division Rules**

***IN ADDITION TO THE OFFICIAL BASEBALL RULES AND THE HPBA GENERAL RULES, THE FOLLOWING RULES SHALL APPLY ONLY TO THE COLT AGE DIVISION:***

Rule 1. Any player who is 16 years of age or under on or before May 1 of the current year shall be eligible to play in the Colt age division.

Rule 2. Pitching distance shall be 60 feet and 6 inches. Base distance shall be 90 feet.

Rule 3. A completed game shall be 7 complete innings or 2 hour time limit, whichever occurs first. NOTE: An "official" game is defined by Rule 2.8 of HPBA general rules.

Rule 4. Non wood bats will not exceed -3 differentia.

## Palomino Age Division

### ***IN ADDITION TO THE OFFICIAL BASEBALL RULES AND THE HPBA GENERAL RULES, THE FOLLOWING RULES SHALL APPLY ONLY TO THE PALOMINO AGE DIVISION:***

Rule 1. Any player who is 18 years of age or under on or before May 1 of the current year shall be eligible to play in the Palomino age division.

Rule 2. Pitching distance shall be 60 feet and 6 inches. Base distance shall be 90 feet.

Rule 3. A completed game shall be 7 complete innings. NOTE: An "official" game is defined by Rule 2.9 of HPBA general rules.

Rule 4. Non-wood bats will not exceed -3 differential.

## HPBA Insurance Information

**Excess Coverage Only:** HPBA's Insurance policy pays medical bills as a secondary coverage Policy, not as a primary policy. The policy pays medical bills on and above what a primary policy does not pay for, subject to exclusions and limitations in the policy.

**Limits:** Refer to the certificate of insurance.

**Policy in Force:** Refer to the certificate of insurance.

**Claims:** The team manager must have knowledge of the accident. Notice of injury must be given to the HPBA President or Insurance Representative within 30 days of the accident. If the accident involves a player, the parent or legal guardian is responsible for submitting the claim form online. Claim forms can be found via the HPBA website and clicking the "Links" button.