



POLICY GUIDELINES 2026

Martinsburg Fastpitch Softball, Inc.

Administrative & Operational Policies

1. DEFINITIONS

For purposes of these Policy Guidelines, the following terms apply:

- 1.1. **Board / Board of Directors** — The governing body of Martinsburg Fastpitch Softball, Inc.
- 1.2. **Executive Board** — President, Vice President, 2nd Vice President, Treasurer, Secretary.
- 1.3. **League Rules Manual** — The official document governing gameplay and competition.
- 1.4. **Policy Guidelines** — This administrative and operational manual.
- 1.5. **Regular Season** — Scheduled league games determining standings and draft order.
- 1.6. **Post-Season** — Any tournament or playoff following the regular season.
- 1.7. **Member / Member in Good Standing** — Defined in the Bylaws; must be current on fees.
- 1.8. **Head Coach** — Board-approved leader of a team.
- 1.9. **Assistant Coach** — Board-approved assistant who has completed all requirements.
- 1.10. **Junior Umpire** — Ages 15–17; must complete two unpaid training games.
- 1.11. **Call-Up Player** — Younger-division player temporarily used to fill a roster.
- 1.12. **Draft Eligible Player** — Any registered player entering the annual draft.
- 1.13. **Exception Player** — Sister or coach's daughter qualifying for draft exception rules.
- 1.14. **Legal Roster** — A roster meeting minimum player requirements.
- 1.15. **Ejection** — Removal from a game with automatic penalties.
- 1.16. **Suspended Game** — A halted game to be resumed later.
- 1.17. **Official Game** — A game meeting minimum inning requirements.
- 1.18. **USA Softball Rule Set** — The national governing rules adopted by the league.

2. PURPOSE AND SCOPE

These Policy Guidelines establish the administrative and operational policies of Martinsburg Fastpitch Softball, Inc. Gameplay rules are governed separately by the **League Rules Manual**.

3. MEMBERSHIP & ELIGIBILITY

- 3.1. Eligibility is based on age as of December 31 of the preceding year.
- 3.2. Pregnant players may not participate for safety reasons.
- 3.3. Players must have a signed code of conduct and paid registration fee.
- 3.4. Players may not switch teams without Board approval.
- 3.5. Players missing games due to sickness or discipline must be noted on the score sheet.

4. REGISTRATION REQUIREMENTS

- 4.1. Registration fees must be paid in full before a player is roster eligible.
- 4.2. A signed copy of both Codes of Conduct is required for participation.
 - 4.2.1. Parent's Code of Conduct
 - 4.2.2. Player's Code of Conduct
- 4.3. League issued jerseys must be worn to play; no alterations without Board approval.
- 4.4. Duplicate numbers are permitted only for call up players.

5. COACHING REQUIREMENTS & BACKGROUND CHECKS

- 5.1. All Head Coaches and Assistant Coaches must submit applications through the league website.
- 5.2. Background checks are required for all coaches and team volunteers.
- 5.3. Coaches must sign the Coach's Code of Conduct (Appendix A).
- 5.4. Coaches may discipline players but must notify the opposing Head Coach.

6. UMPIRE POLICIES

- 6.1. **Umpire Fees**
 - 6.1.1. Adult umpires (18+): **\$60 plate / \$60 base**
 - 6.1.2. Junior umpires (15–17): **\$40 per game**
 - 6.1.3. Junior umpires must complete two unpaid training games
- 6.2. **Umpire Assignments**
 - 6.2.1. A League: Two paid umpires; plate umpire must be 18+
 - 6.2.2. B League: One paid umpire; junior umpire allowed with Board approval
 - 6.2.3. C League: No paid umpires; junior umpires may volunteer

7. DRAFT POLICIES

- 7.1. All new players and players moving up in division must attend tryouts (if scheduled) and enter the draft for that season.

7.2. Returning players may request their previous coach (if available) or enter the draft.

7.3. Exception Players count as first round picks:

7.3.1. Sisters of rostered players

7.3.2. Daughters of Head Coaches

7.3.3. Daughters of Assistant Coaches (Board approved)

7.4. Draft order is based on previous season standings using:

7.4.1. Record

7.4.2. Head-to-head

7.4.3. Runs allowed

7.4.4. Run differential

7.4.5. Coin toss

8. CALL-UP PLAYER POLICIES

8.1. Call-ups must be on the approved age-based list.

8.2. Must have at least one year of playing experience.

8.3. Must have parental permission.

8.4. Used on a rotational basis.

8.5. May wear their regular league jersey.

8.6. Duplicate numbers allowed for call ups.

9. POST-SEASON ELIGIBILITY

9.1. Players must participate in 50% of available games to be eligible for post season play.

10. UNIFORM & EQUIPMENT POLICIES

10.1. No shorts or spaghetti strap tops at practices or games.

10.2. Softball/baseball pants and long socks are required.

10.3. Metal cleats prohibited in T, C, and B Leagues

10.4. Pitching machines are for T & C Leagues only.

11. FIELD DIMENSIONS

11.1. Infield base path

11.1.1. A & B leagues fields will follow USA Softball Rule set

11.1.2. C league will play a minimum of a 50' base path

12. FIELD PREPARATION RESPONSIBILITIES

12.1. Home Team

12.1.1. Provide scorekeeper

12.1.2. Provide game ball and backup ball

12.1.3. Ensure bases, lining, and field prep are completed by 6:00 PM

12.2. Visiting Team

12.2.1. Remove bases and return to storage

12.2.2. Nail drag field

- 12.2.3. Return tractor and equipment to proper storage
- 12.3. Both Teams
 - 12.3.1. Clean dugout and field area
 - 12.3.2. Remove trash and place bags in dumpster

12. CONDUCT, DISCIPLINE & EJECTIONS

- 12.1. Improper conduct must be reported to the Board.
- 12.2. Ejection penalties:
 - 12.2.1. 1st ejection: remainder of game + next game
 - 12.2.2. 2nd ejection: Board review
- 12.3. Bat throwing penalties:
 - 12.3.1. 1st: Warning
 - 12.3.2. 2nd: Out, dead ball
 - 12.3.3. 3rd: Out, dead ball, ejection

13. SAFETY POLICIES

- 13.1. Weather decisions made by 5:00 PM.
- 13.2. Weather delays capped at 30 minutes.
- 13.3. Umpires may halt play for unsafe conditions.
- 13.4. League not responsible for injuries; waivers required.
- 13.5. Jewelry restrictions enforced for safety.

14. ADMINISTRATIVE MEETING POLICIES

- 14.1. Visitors must be approved by the Board.
- 14.2. No children allowed at meetings.

15. AUTHORITY & AMENDMENTS

These Policy Guidelines may be amended by majority vote of the Board of Directors.