

2024

BSSA MANAGERS' HANDBOOK



4/22/24

PUBLICITY CHAIRMAN

BERNIE BECKER

SOFTBALL LEAGUES AND COMPLEXES

1. We will have approximately 100 teams participating in 11 different leagues.
2. We intend to use the following diamonds:

6 @ Clem Kelley
12 @ Cottonwood
3. Where possible, leagues will rotate complexes yearly. The recommended rotation is Clem Kelley to Cottonwood 7-12, to Cottonwood 13-16, to Cottonwood 1-6 (when used).

FEES

1. The sponsor fee for the 2024 season was \$200.00 – it was paid at the February managers' meeting. Fees are \$250.00 if paid after the February meeting. USA Softball of North Dakota gets \$65.00 of each fee.
2. Player fees for the 2024 season are \$80.00, if paid by the April 22nd meeting. All player fees paid after April 22nd meeting are \$95.00. Parks and Recreation Department gets \$12.00 of each fee – the remainder goes for the operation of the league and for capital improvements.
3. There is a \$30.00 team fee for beverage permits.

ROSTERS

1. Teams will not be allowed to play any games (league or tournament) before a completed roster is submitted. **ALL PLAYERS, EXCEPT LEGAL PICK UP PLAYERS, MUST BE ON YOUR ROSTER IN ORDER TO PLAY. ANY VIOLATIONS OF THIS RULE WILL RESULT IN SUSPENSION FOR BOTH THE MANAGER AND THE NON-ROSTERED PLAYER. 4 GAME SUSPENSION FOR FIRST OFFENSE AND 8 GAME SUSPENSION FOR SECOND OFFENSE.**
2. Maximum number of players allowed on a roster is 20, and the minimum is 12. State rules state all teams **MUST** have 12 names and signatures on the roster.
3. All players must be a minimum of 17 years old any time during this calendar year, or they are not eligible to play in the Bismarck association. Players under 18 must have a parent's signature on the back of the roster.
4. Copies of the rosters will be on file at Parks & Rec. Any changes can be made during the normal working hours at the Parks & Rec office.
5. A player is eligible for league play as soon as he is added to a roster. **CHANGES DO NOT TAKE EFFECT RIGHT AWAY FOR TOURNAMENTS...**changes must be made by Monday in order for a player to play in a weekend tournament.
6. Player fees cannot be switched from one player to another. If one player drops off a roster and another is added, another player fee **MUST** be paid. If a player switches teams, he does not have to pay another fee.

7. A team's most recent roster is their official roster for league and tournament play. Managers should have a copy of the roster available at all games, as rosters may be checked.

There are four types of rosters that a team may submit (each of which use the same roster form).

The *standard roster* is the most common and is utilized by teams that who may wish to compete in both league and tournament play. However, there are three "special rosters" that may be implemented instead.

A *League Only* roster is intended for teams who only wish to participate in their local league games. Since such teams are then ineligible for tournament play, they are not classified and, therefore, do not impact the classification of other rosters that share the same players.

Tournament Only rosters do not participate in league play, but have all of the same tournament eligibility as standard rosters. *One-Time Tournament* rosters, however, are eligible for only one invitational tournament.

For a breakdown of how these various rosters vary in classification, tournament restrictions, and fees, refer to the chart below.

ROSTER TYPE	CLASSIFICATION	TOURNAMENT RESTRICTIONS	FEE
Standard Roster	Determined by....State & National Guidelines; National Player Database (MSP); League Representative; Classification Committee	Only limited by the team's classification	League fee assessed by the local league (includes \$65 state registration fee)
League Only	Team is not classified	Team cannot play invitational, state, or national tournaments. Players solely on league only rosters may not be picked up for such tournaments.	League fee assessed by the local league (includes \$65 state registration fee)
Tournament Only	Determined by....State & National Guidelines; National Player Database (MSP); League Representative; Classification Committee	Only limited by the team's classification	\$65 state registration fee
One-time Tournament Roster	Determined by....State & National Guidelines; National Player Database (MSP); League Representative	Roster is good for only one invitational tournament (classification limitations still apply). If used for another tournament, another One-Time Tournament fee must be paid.	\$25 One-Time Tournament Roster Fee (paid directly to the applicable Tournament Director & submitted with the roster)

LEAGUE SCHEDULE

1. Weather permitting, league play begins May 6, 2024, and will run for 14 consecutive weeks. Except, there will be no league play on Monday, May 27th and Wednesday July 3 and Thursday, July 4.
2. Rule #2 is for all 12 team leagues. The Board will issue a new ranking of teams (from 1 through 12) after week 11 games are completed. This ranking shall be used to determine diamond assignments and opponents for the final 3 weeks of the schedule. The updated schedule will be emailed to team managers and also be available on our website.
3. Rule #3 is for all 14 team leagues. The Board will issue a new ranking of teams (from 1 through 14) after week 13 games are completed. This ranking shall be used to determine diamond assignments and opponents for the last week of league. The updated schedule will be emailed to team managers and also be available on our website.
4. Rainouts: The rainout policy calls for rainouts to be called on a diamond to diamond basis, rather than canceling all games for that night. If any team in your league is able to play their games, and your diamond is unplayable, your games can be made up at any time, or at the end of the year, if the outcome affects the final league standings. However, if none of the league games are played on a given night, the games will be cancelled. The possibility of some diamonds being playable, and others unplayable, may be more likely with split leagues. We try to get a **minimum of 24 games** in for each team. Makeup games, if needed, will be scheduled by the Board on a case by case basis. An attempt will be made to allow you to play all the teams in your league.

TROPHIES

1. Trophies will be awarded for the 1st and 2nd place finishers in each league with 10 or fewer teams. The exception to this will be the Monday Lewis & Clark League, where we will split the league into an upper and lower after week 7. We will then award a 1st place trophy for the upper and lower division champions. Leagues with 11 or more teams will receive 1st, 2nd, and 3rd place trophies. Head to head win-loss record will be the only tie-breaking rule applied.
2. Trophies will be handed out at the following years February meeting.
3. Trophies will be awarded to the top finishers in tournaments.

BALLS

1. All teams will receive 14 softballs...that means each team manager has a new ball for each league night. Should you use the balls for practice, you will be required to provide a new one, at your own expense.
2. Used tournament balls may be purchased from Scott Kinnischtzke or Kelly Wrangham.

RULES

1. Any team not attending the April 1st meeting and rules clinic will have to attend a make-up meeting before being allowed to play. An additional fee will be charged for a make-up clinic.
2. Managers will be given team beverage permits at the April 22nd meeting. Permits are good only on softball complexes. This means teams can't move their drinking into city parks with the permits they are issued in conjunction with softball. **REMEMBER – NO GLASS CONTAINERS!** The local law enforcement has indicated they will be enforcing this law.
3. Managers are responsible for the conduct of their team members **ON AND OFF THE FIELD**. Managers shall also be responsible for assuring that their team members do their part in keeping the parking lots free of any debris. In past years, \$100 fines were assessed to teams not cleaning up after themselves, and will be assessed again this season.

Parking Lot Guidelines

- Be kind and courteous to all users.
 - Never block any driveways in the Elks parking lot.
 - You are allowed to block driveways at other parking lots; however, you must move and create an opening when a vehicle approaches to get thru.
 - Never harass, intimidate, or threaten anyone while they are trying to get thru the driveways.
 - Never harass, intimidate, or threaten other users of these shared parking lots.
 - Open fire grills are allowed as long as Burleigh County or the City of Bismarck does not have a burn ban.
 - Alcohol is allowed in the parking lots if your team has a beverage permit. Reminder, no glass containers.
 - Always clean up your campsite before vacating the parking area.
 - Bathrooms and "Spiffy Biffs" are provided and should be used for their intended purposes. Refrain from using the bathrooms located inside of the Elks building.
 - It is a privilege to park in the designated parking areas provided. Respect the property and return it in the same or better condition than when you arrived.
4. **NO SMOKING OR DRINKING** is allowed, by players, **INSIDE THE SOFTBALL COMPLEX**...violations will result in ejection from the game.
 5. Each manager should read his USA Softball rule book...that should lead to a better understanding of the game and result in fewer arguments. The manager should also explain the rules to his players so they know what is going on when a call is made.

6. Teams missing games without proper notification will be assessed a fine. Teams will not be allowed to compete in the state tournament until these fines are paid.
7. Outs will not be assessed against teams who do not put 10 players on the field. A minimum of 8 players will be required for league games. For tournaments, check with the tournament manager to find out the rule about playing with less than 10 players.
8. Rule #8 is for Bismarck league play only. Teams are allowed to place all present rostered players in their batting order. All players are free to rotate fielding positions. The team will not be assessed an automatic out if a player has to leave the game for any reason, except for an ejection. The ejected player's spot in the batting order is declared an out, unless the team has less than 11 remaining players, when the game will be declared a forfeit. If a player reaches base safely, but cannot continue to play, a substitute may run the bases for him. If no substitutes are available, the closest preceding player in the batting order, who is not on base, may run for the player. The removed player's position in the batting order will be removed for the remainder of the game.
9. Substitutions – Any starting and any substituting players may re-enter the game one time. That is you're allowed to have starter, substitute, starter, substitute as long as they remain in the same spot in the batting order.
10. The ADA Rule will apply.
11. The Home Run Limit Rule will apply for all tournaments with a revised home run rule limit for league play. In all leagues, 4 home runs will be allowed, with each additional home run being an out. Players hitting home runs, and runners on base when a home run is hit, do not have to run the bases.
12. Each player must carry a picture ID with signature to all tournaments. If a player cannot produce a picture ID within 5 minutes of being asked, the player is ineligible. The team may replace the ineligible player if they have legal substitutes. A team roster must also be made available at tournaments.
13. Only complete games will be used for league standings. Five innings are required for a complete game, unless the home team is leading after 4 ½ innings.
14. 10-Run Rule after 5 innings, 15-Run Rule after 4 innings, and 20 Run Rule after 3 innings will be used for all league play.
15. Teams in Class B, Class C, and Class D must play in total uniforms. Teams in Recreation classes must have like jersey tops.
16. Courtesy Runners – one courtesy runner will be allowed each inning of all league games. Any player may be entered as a courtesy runner, but if that player comes up in the batting order while he is on base, an out will be declared. Exception is Courtesy Runner will be allowed for the Pitcher any time they reach base.

CLASSIFICATIONS

1. The 2024 classifications are Class B, Class C, Class D, Rec 1, Rec 2, Rec 3, and Rec 4. Call Kelly Wrangham or Roger Weigel with any questions about classifications.
2. Some teams have moved up a class because of placing or winning some games in last year's state tournaments and/or McQuade tournament. All other teams will start the season at the equivalent classification it had at the end of last year, unless roster changes warrant a re-classification. Those changes will be handled through Area Commissioner Roger Weigel (258-0011). New teams should check with one of the league representatives if they are unsure of their classification.
3. Teams that challenge up for State Tournaments, and win 2 games at the State Tournament, must remain the class they challenged to.
4. New teams created with 6 or more players from an old team will be classified at a minimum classification as the old team's classification.
5. Any team with 3 or more players from another team's roster, on their roster, will be classified, at a minimum, the highest classification of the 2 teams.
6. Class C teams are allowed only 3 B players on their roster. Class D teams are allowed only 3 C players on their roster. Rec 1 teams are allowed only 3 D players on their roster. Rec 2 teams are allowed 3 Rec 1 players. Rec 3 teams are allowed 3 Rec 2 players. Rec 4 teams are allowed 3 Rec 3 players .
7. The city's official season ending classification meeting will be held Tuesday June 27th.

PLAYER EJECTION & GAME PROTESTS

1. If a player is ejected from a game, he is suspended for the rest of the night. In addition, the player is also suspended for the next four (4) games played by the player, whether it is a tournament game(s) or league game(s). During this suspension, the player cannot be a pick-up player for any league or tournament games before the suspension has been fulfilled. If the ejection occurs during tournament play, the player is suspended from the game the ejection took place plus the next four (4) games played in the tournament if it applies, or for their next four (4) games whether it is a tournament game(s) or league game(s). If the player is a pick-up player, they must sit out the next four (4) games played by this team in the tournament if it applies. If not, they must sit out their next four (4) games whether it is a tournament game(s) or league game(s) for the team being represented as a pick-up player. **THESE SUSPENSIONS ARE THE MINIMUM SUSPENSION. SUSPENSIONS MAY BE INCREASED BASED ON CIRCUMSTANCES AND SEVERITY OF OFFENSE.**
2. If a player is ejected, the team manager **MUST** sign a statement indicating they understand the ejection rule and that the player in question will not play in the team's next game. **MANAGERS NOT SIGNING THE EJECTION FORM WILL RESULT IN SUSPENSIONS. 4 GAME SUSPENSION FOR FIRST OFFENSE, AND 8 GAME SUSPENSION FOR SECOND OFFENSE.**

3. Protests will be handled by the Board of Arbitration...they must be filed in writing within 24 hours after the game. They should be submitted to the Parks & Rec Department.
4. **NOTE OF WARNING**...Umpires will not put up with harassment...they will issue one warning to the team manager and then the offending player will be kicked out if he persists.

GAME TIME AND BODIES NEEDED

A team must have 8 players to start league games. The game can be finished with 8 players...but anything less will be a forfeit. League game start time is 6:30PM.

FORFEIT TIME FOR THE FIRST GAME IS GAME TIME. FORFEIT TIME FOR SECOND GAME IS 15 MINUTES AFTER FIRST GAME.

PICKUP PLAYERS FOR LEAGUE

Pickup players will be allowed for league, only if you are short players. **If you have 10 of your own players, no pickup players will be allowed. If you have 9 of your own players, you may pick up 1 player. If you have 8 of your own players, you may pick up 2 players. Maximum of 2 pickup players allowed. If your rostered players arrive later, they must be inserted into your lineup and replace any pickup players.**

Pickup players **MUST** be on a Bismarck League Team roster.

Pickup players **MUST** be from a team the same classification or lower classification than the team picking them up.

Pickup players **MUST** wear his own team's uniform.

In leagues with multiple classified teams, teams will be allowed to pick up players up to the classification of the team you are scheduled to play that particular night, **not to the highest classified team in your league.** Example: your team is Rec 2 and you are scheduled to play against a Rec 1 team, you may pick up Rec 1 players.

Since "League Only" teams do not receive a classification, if your team is a "League Only" team, you may pick up players up to the classification of the team you are scheduled to play that particular night. **PLAYERS ON "LEAGUE ONLY" ROSTERS MAY NOT BE PICKED UP AS PICKUP PLAYERS, UNLESS THEY ARE ALSO ON ANOTHER BISMARCK ROSTER, he would then need to wear his other team's uniform.**

Players on "Tournament Only" rosters may not be picked up as pickup players for league, unless they are also on another Bismarck roster.

If the team you are scheduled to play against has 11 or more players, you may have one of their players play for your team.

PUBLICITY

1. The Bismarck Slowpitch Softball Association has developed a website (bismarcksoftball.com). Schedules, standings, and upcoming meetings will be published on this site, along with other important information. We also have a Facebook page, Bismarck Slowpitch Softball Association.
2. Along with the BSSA website, we still plan for league standings to be published in the paper weekly, and possibly on the Bismarck Parks and Rec website (bisparks.org). Success of this depends on the umpire filling out score cards and notifying Roger Weigel. The team managers and the umpire must sign the cards.
3. Mandatory managers' meetings will also be announced on our website, on our Facebook page, and plans are to have them posted on the Bismarck Parks and Rec website (bisparks.org).

FIELD USAGE

1. **USE COMMON SENSE WHEN GETTING ON THE DIAMONDS!** Under no circumstances should the diamonds be used if games have been postponed due to weather. Teams caught on wet diamonds will be penalized.

IMPORTANT INFORMATION

1. Players may be on more than one slow pitch roster if they wish. A multiple roster player may play on either team for all tournaments, except the state tournament. If a multiple roster player has two state tournaments on the same weekend, he must play on the highest ranking team. Make sure you understand the rules if you have a player on more than one roster.
2. The final date for roster changes is 12:00 NOON, Monday, June 17, 2024. **NO EXCEPTIONS!**
3. Masters teams must declare classification and pay state tournament fees by June 27th. Information and checks should be sent to Roger Weigel, 3701 Del Rio Drive, Bismarck ND 58503. Remember, Roger must have them in by June 27th. **NO EXCEPTIONS!** Please use the attached State Tournament Registration sheet. The fee is \$230.
4. Classification meeting will be held Tuesday, June 27th. Teams wishing to participate in state tournaments must have submitted their checks to Parks & Rec by 4:30PM on June 27th, or bring them to the classification meeting. Fees are \$305 for Class B, Class C, and Class D, \$245 for Rec 1, and \$230 for all others.

TEAMS NOT HAVING THEIR FEES IN BY TUESDAY, JUNE 27TH WILL BE CHARGED A \$25 LATE FEE. TEAMS NOT HAVING THEIR FEES PAID BY JULY 19TH WILL BE CHARGED A \$50 LATE FEE (\$25 GOES TO STATE OFFICE) AND WILL BE PLACED ON A WAITING LIST.

RESCHEDULING LEAGUE GAMES

1. Your games shall be played on your scheduled league nights or you forfeit your games. There will be **NO** rescheduling games, except possibly for rainouts.

If you need to forfeit your games, contact Mike Wolf, so he can cancel the umpire. Also, call Roger Weigel, so he can compile proper league standings.

SLOWPITCH PICKUP RULES FOR INVITATIONAL TOURNAMENTS

The pickup rule is intended to be used when you are short of players for a tournament and might have to cancel out of the event. It is not intended to be used to strengthen a team.

Teams may pick up players to the highest class of the tournament. Example: if the classification of the tournament is Rec I and below, a Rec III team will be allowed to pick up a Rec I player. Pickup players may come from any North Dakota Association. The player must be on a USA Softball of North Dakota roster. A multiple roster players' highest-ranking team is used as his class for the pickup player rule.

3 pickup players are allowed for invitational tournaments, with a 12 player maximum.

If any team that a player is rostered on is entered in a tournament, then that player cannot be a pickup player on a different team.

PICKUP PLAYERS MUST WEAR THEIR OWN TEAM'S UNIFORM.

Once a tournament starts, a team is not allowed to add any additional players. They must play with the players they had intended to use during the tournament. This means if a team has picked up a player and another player should get hurt, they are not allowed to add an additional player once the tournament starts. If they have picked up three players to start the tournament, giving them a total of 12 players, the team may not bring in an additional member of their own team later in the tournament.

Two-Day Pickup Rule: Teams may pick up players to play for them on Saturday. If the team's regular players are available for Sunday, the regular members may play for the team, but the pickups cannot play on Sunday. Likewise, teams may pick up players to play for them on Sunday. If the team's regular players are available for Saturday, the regular members may play for the team, but the pickups cannot play on Saturday.

1. Team managers must report all pickup players to the Tournament Director before playing their first game. In a two-day tournament, the team manager must report all pickups before the first game on the first day, and any changes planned for Sunday.
2. When the team manager reports to the Tournament Director Saturday, the team manager must tell the Tournament Director if regular team members will play on Sunday, and which pickups will be dropped to conform to the 12 total rule. (11/84 & 4/85)

NO PERSON MAY PLAY WITH MORE THAN ONE TEAM IN ANY TOURNAMENT!

Once a team has been eliminated from a tournament, the players are not eligible to play as pickup players in any other tournament. If a team has been defeated in this tournament, no other team may use one of their members as a pickup player, as this would be an addition during the tournament. The same thing occurs if a team that is using a pickup player is eliminated from the tournament; the pickup player is not eligible to compete with another team as he did not start the tournament with that team.

PICK UP PLAYERS WILL NOW BE ALLOWED FOR STATE TOURNAMENTS.

3 pickup players are allowed for State Tournaments, with a 12 player maximum.

Pickup players must be from teams that are your team's class or lower.

Pickup players team CANNOT be in any tournament the same weekend of your State Tournament.

A State Tournament Pickup Player Authorization Form must be completed when picking up players for State Tournaments. The form must be signed by a League Representative, and turned in to Tournament Director. Forms can be completed and printed from the usasoftballnd.com website.

PICKUP PLAYERS MUST WEAR THEIR OWN TEAM'S UNIFORM.

STATE TOURNAMENTS

Class C	August 3-4	Bismarck
Class D	August 3-4	Bismarck
Rec 1	August 10-11	Mandan
Rec 2 East	August 3-4	Grand Forks
Rec 2 West	August 3-4	Bismarck
Rec 3 East	August 10-11	Fargo
Rec 3 West	August 10-11	Bismarck
Rec 4 East	August 17-18	Grand Forks
Rec 4 West	August 17-18	Dickinson
Masters 35	July 20-21	Fargo
Masters 40	August 17-18	Jamestown
Masters 50 Metal Bat	July 13	Mandan
Masters 50 Wood Bat	July 27	Mandan
Masters 60 Wood Bat	August 11	Mandan

LOCAL TOURNAMENTS

Contact Scott Kinnischtzke, Kelly Wrangham, or Ryan Stiefel

If you have any questions that deal with softball, please contact one of your local representatives. They have answers, or they will try to get them for you.

OFFICERS

Chairman	Roger Weigel	C: 258-0011		rogerweigel@bis.midco.net
Finances	Keith Ulmer	H: 258-9481		keithaulmer@gmail.com
Tournaments	Scott Kinnischtzke	C: 527-5538		kinnischtzke@hotmail.com
	Kelly Wrangham	H: 355-0514	W: 224-0514	
	dakotagaming@midconetwork.com			
Arbitration	Ryan Stiefel	C: 202-1095		ryanjs1975@gmail.com
Rosters	Tom St. Peter	W: 354-7567	C: 202-1800	tom@energylandservices.net
Classification	Kelly Wrangham	H: 355-0514	W: 224-0514	
	dakotagaming@midconetwork.com			
	Scott Kinnischtzke	C: 527-5538		kinnischtzke@hotmail.com
Publicity	Bernie Becker	H: 223-8014	C: 527-0541	berniebecker@bis.midco.net

COMMISSIONER AND UMPIRE COORDINATOR

AREA COMMISSIONER	Roger Weigel	C: 258-0011	
UMPIRE COORDINATOR	Mike Wolf	H: 222-0478	C: 400-2100
		Email – wolfdn8993@yahoo.com	

Missing umpires for league games? Mike Wolf will again assign an umpire-in-chief for each complex for each league night. If your umpire fails to show, contact the umpire-in-chief and he will get an umpire for you. If no umpire is available, ump your own game, complete a score card, and text/email scores to Roger Weigel. Also, contact Mike Wolf for umpire pay. Mike also needs to be aware if scheduled umpires are **not showing up** for games.

STATE TOURNAMENT REGISTRATION

TEAM NAME:

MANAGER'S NAME:

PHONE (H)

(W)

TEAM CLASSIFICATION (CIRCLE ONE)

B C D REC 1 REC 2 REC 3 REC 4

STATE TOURNAMENT DESIRED (CIRCLE ONE)

C D REC 1 REC 2 REC 3 REC 4

MASTERS 35 MASTERS 40 MASTERS 50 (METAL BAT)

MASTERS 50 (WOOD BAT) MASTERS 60 (WOOD BAT)

ATTACH APPROPRIATE ENTRY FEE

Please make checks payable to BSSA.

\$305.00 for Open, C, & D.

\$245.00 for Rec 1

\$230.00 for all others.