



# Rose City Softball Association

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## RCSA Open Division Secretary's Oath

I, \_\_\_\_\_ do solemnly swear (or *affirm*) that I will support the RCSA Open Division Rules and RCSA Bylaws. During my term, I will honestly and impartially discharge the responsibilities of the office to the best of my ability.

### **My Role:**

I acknowledge that my primary role as Open Division Secretary is the responsibility for the general management of the Open Division.

### **My Commitment:**

I will exercise the duties and responsibilities of Open Division Secretary with integrity and collegiality as stated in the RCSA Bylaws.

### **Pledge** – Please read each item and initial the area provided:

- \_\_\_\_ To perform my duties and responsibilities as stated in Section 6.08 of the RCSA Bylaws
- \_\_\_\_ To maintain the official copies of the Bylaws, League Rules and related documents of the division, the League and NAGAAA
- \_\_\_\_ To record and maintain all division meeting minutes, including those of the Joint Executive Committee and any Joint Commissions. Said minutes shall be recorded and available to all League Officers and Commission Members prior to the next Commission Meeting
- \_\_\_\_ To give due notice of all League events and deadlines dates to all division Commission Members at such time as prudent to avoid any fines or suspensions
- \_\_\_\_ To maintain a roster of all member teams, their representatives and current mailing addresses
- \_\_\_\_ To always act for the good of the community when representing the League and/or performing League business
- \_\_\_\_ To represent this organization in a positive and supportive manner during League events
- \_\_\_\_ To observe the parliamentary procedures and display courteous conduct in all Division Commission and committee meetings
- \_\_\_\_ To avoid conflicts of interest, and to exercise the highest level of integrity in making decisions on behalf of the organization

If, for any reason, I find myself unable to carry out the above duties as best as I can, I agree to resign.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Printed Name \_\_\_\_\_