

## 2026 Cape Codger Program Committee

Document Objective: the objective of this document is to describe the agreed-to Codger Committees as well as their governance process to solicit volunteers from Membership, the coaches, and the Board for participation.

### Proposed General Guidelines:

1. Committee Makeup:
  - a. Each committee will be made up of at least 5 people and will include one or two current board members depending upon their interest.
  - b. The term commitment for each Committee is one year with the option for everyone to renew committee membership.
  - c. If there is demand for any board that exceeds the minimum 5 required, we will attempt to accommodate participation from all. On league-wide committees with more than 5 members, D1 and D2 representation will be proportioned to reflect roughly equal representation. *Existing members of existing/standing committees have preference.*
  - d. If the Committee is a League wide committee, it must include at least 2 representatives both D1 and D2. Coaches will be considered Codger members for the purpose of committee makeup.
  - e. Once formed the committee will select its own chair.
  - f. Committee members should be those who volunteer. In other words, having too much demand is a problem that we would like to have. However, if there are more than 10 volunteers for any given committee, we would pare the number back based on order of request and balanced further by either league and or team representation. All situations in which we are required to make selections will require that the board communicates the specific rationale for selection to all interested parties.
  - g. Any Codger can serve on no more than two committees unless demand for committee roles is low.
2. Committee member responsibilities:
  - a. Committee members agree to meet regularly either in person or via conference calls. The minimum number of meetings for each committee during its life cycle should be 1 per month.
  - b. Committee members are asked to attend these meetings.
  - c. Committee members are also asked to be willing to take on tasks and work product outside as appropriate as per the needs of the given committee (research, phone calls, survey work, etc.)
  - d. We do not expect that any committee will require more than 2 to 3 hours per week on average.
3. Committee Deliverables:
  - a. A validation of scope and outputs for the committee.
  - b. A work plan or timeline with any relevant milestone dates.
  - c. A set of recommendations.
  - d. For certain committees, there should be an implementation program to take any ideas or plans to execution.
  - e. Approvals to proceed will depend upon the specific committee.
  - f. For some committees (noted in the descriptions), there is an expectation of management of implementation

### Committee Descriptions:

1. **Bylaws Committee:** To review and recommend revisions to the current bylaws to address the governance for board or Codger organization structure, leadership succession, division of labor in running the Codgers. This covers succession planning and reviewing Board size due to increased teams, divisions, and activities.
  - a. Key Deliverable: Recommended Updated Bylaws
  - b. Approving Entity: Codger Membership Vote
  - c. Committee Composition: D1, D2 and Board

- d. Term: Expect Committee to complete its work no later than March 1, 2026.
- 2. **Field Improvement Program Committee:** To develop and execute a plan to manage both the day-to-day requirements to create “playable fields” as well as working with the Town of Falmouth/DPW and/or other trade financial and/or promotional organizations to maintain and improve field conditions (Short term ongoing as well as long term) and to secure access to a 4<sup>th</sup> field.
  - a. Key Deliverables:
    - i. Updated plan to interface with town to ensure that fields are maintained on a day-to-day basis.
    - ii. Execution of Field Maintenance watch program (short term fixes and maintenance)
    - iii. Plan to upgrade existing fields including but not limited to fencing, grading, infield materials, lights, etc.-- this plan will include budget as well as funding plan.
      - 1. Situation assessment and recommendations for the Community Preservation Committee Proposal.
      - 2. Identification of other options
    - iv. Execution of the plan to upgrade field: Overall ongoing management and coordination with field upgrades on behalf of the Codgers, fund raising, support on securing any relevant labor, etc.
    - v. Identification and securing of new fields for the 2026 and beyond (in Falmouth and elsewhere); Coordinate with Recreation Committees, and DPWs on Field Preparation and on-going management of any new fields’
    - vi. Identify and fulfill equipment and supplies needs.
  - b. Approving Entity: Codger Board
  - c. Committee Composition: D1, D2 and Board
  - d. Term: This is an ongoing Committee with yearly committee terms
- 3. **Disciplinary/Code of Conduct Violation Process:** Operate as a standing committee to adjudicate written code of conduct violation claims.
  - a. Key Deliverables:
    - i. Execute training and education plans so that every member knows the processes and their rights/responsibilities.
    - ii. Meet ad hoc when a Code of Conduct violation is reported.
  - b. Approving Entity: The Codger Board
  - c. Committee Composition: D1, D2 and Board (Umps or coaches are not on this committee due to risk of conflict.)
  - d. Term: This is an ongoing committee with yearly committee term.
- 4. **Membership Recruitment Committee:** To identify and coordinate the execution of multifaceted program to increase the recruitment of new members to play softball with the Cape Codgers (target for 2026: 40 to 50 gross new recruits). This will include recruiting players who are in the 50+ age for men and the 40+ age for women. This program should consider expansion into new towns.
  - a. Key Deliverables:
    - i. Set of programs and initiatives to increase recruitment including roles and responsibilities, funding requirements, and funding sources.
    - ii. A method to measure and track program performance.
    - iii. Execution coordination and oversight.
  - b. Approving Entity: The Codger Board
  - c. Term: This is an ongoing committee with yearly committee term. Need a 2026 Program defined by 2/1/2026 or earlier.
- 5. **Future Divisions Strategy:** As the Board has decided to proceed with implementing a 3<sup>rd</sup> division (if practical), we need to develop and implement the plan to expand to a third division. This is predicated of course on the expected growth in membership this year. The intent will be to create a 3rd division which will provide the least

competitive option for play. This committee will oversee the launch of the new division and the migration from our current two-division structure.

- a. Deliverables/Key Questions to Address
  - i. Should a 3<sup>rd</sup> division be created?
  - ii. What should the Division look like (competitive level, size, etc.)?
  - iii. How do we evolve from the current division structure and teams?
  - iv. How do we determine how to allocate players to each division (?)
  - v. Given strong desire for teams to stay together (no complete redrafts), how do we create the new teams in the new division?
  - vi. What are the schedules, field assignments, and umpire details?
  - vii. Who specifically will be the coaches?
  - viii. What if any specific rules are required for the new division?
  - ix. How will we rename the divisions to balance respect and clarity?
  - x. Assess whether we have sufficient registration to enable the third division.
- b. Approving Entity: The Codger Board
- c. Term: Starting December and Running through the year.

**6. Cape Codger Tournament Design and Execution Committee:** Expand the size and impact of our Fall tournament (including, structure, budget, sponsors, etc.).

- a. Key Deliverables:
  - i. Dates/Logistics
  - ii. Age Brackets for 2026
  - iii. Budget/Capital Raise
  - iv. Format
  - v. Organization
  - vi. Team Solicitation
- b. Approving Entity: The Codger Board
- c. Term: Starting in December 2025 and ending after the completed Cape Codger Senior Tournament. It is expected that this committee will provide recommendations to the Board for vote at the March Board Meeting.

**7. Divisional Program Committees:** To identify and Recommend changes and enhancements to the program to better meet the interests of the current and potential future participants.

- a. Key Deliverables:
  - i. Schedule design
  - ii. Playoff design (byes)
  - iii. Game length (e.g., starting counts and number of innings); evaluation process management.
  - iv. Draft process
  - v. Special considerations for team assignments
  - vi. Pool player assignment process
- b. Approving Entity: Members of the Codger Board
- c. Term: Changes Determined by no later than March 1, 2026 (and done in coordination with the new division program); standing committee for oversight

**8. Rules Committee:** To create a single source of truth for Codger rules, with divisional differences documented. This will consolidate the current rules and rules addenda.

- a. Key Deliverables:
  - i. Updated Single Source of Rules for 2026
  - ii. Exception updates addressing, base running (elimination of veer), pitching screen rules, pitcher protective gear requirements), and any other ground rules

- b. Approving Entity: The Codger Board (for risk management considerations)
- c. Term: This Committee should be ongoing to review and revise rules as needed, but would be more active in redoing and documenting the Codger Rules between January and March 31, 2026 with final approval at the April Board meeting

**9. Marketing/Advertising/Promotion Committee:** Define and implement a program designed to increase the visibility of the Cape Codgers and its sponsors. This is an expansion of the committee launched last year and will be designed to build on and expand the great work already done.

- a. Key Questions/Deliverables:
  - i. Codger Logo Merchandise sales program.
  - ii. Enterprise Advertising and Editorial program.
  - iii. Social Media Engagement.
  - iv. Leveraging Cape Cod Chamber of Commerce Membership.
- b. Approving Entity: The Codger Board
- c. Term: Starting December and running through 2026.

**10. Codger Civic Engagement:** Enhancing the quality of our presentation at the Holiday Parade and Holiday/End of Year Gala.

- a. Deliverables:
  - i. Holiday parade float, attendees, and overall presentation of the Codgers.
  - ii. Successful execution of the Holiday Gala including, location, auction, décor, food, RSVPs, music, etc.
- b. Approving Entity: The Codger Board
- c. Term: Starting in October and ending after the Holiday Gala in December

**11. Skills Derby Committee:** Increase participation and engagement by assessing options such as opening up to more than Codgers; changing the date to enable more participation; Better recognized local charity; etc.

- a. Deliverables:
  - i. Dates for 2026
  - ii. Events
  - iii. Participation/Registrants
  - iv. Promotion/marketing
  - v. Charity selected
  - vi. Logistics
- b. Approving Entity: The Codger Board
- c. Term: Starting in April with detailed recommendations and implementation plan at April Board Meeting; Ongoing oversight and management through to the actual events

**12. Umpire Committee:** Assess current program, recommend any changes, and administer the program for 2026. The scope should include recruiting, training, assigning, communicating program for Codger Umpires and Team Coaches

- a. Deliverables:
  - i. Umpire Coordination process.
  - ii. Scheduling and management
  - iii. Umpires Recruited
  - iv. Umpires Trained
  - v. Rules Communicated to umpires, coaches, and players
- b. Approving Entity: Codger Board
- c. Term: Starting in December 2025 and ongoing through the Summer and Fall Seasons