

# CONSTITUTION: VILLAGE HILLS LITTLE LEAGUE

League ID Number: 04055012

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Date submitted: \_\_\_\_\_ Date accepted: \_\_\_\_\_ Not accepted: \_\_\_\_\_

## ARTICLE 1 - NAME

This organization shall be known as the Village Hills Little League, hereinafter referred to as "Local League."

## ARTICLE 2 - OBJECTIVE

### SECTION 2.01

The objective of the Local League shall be to positively impact youth and communities using the power of youth baseball and/or softball to teach life lessons to build stronger individuals and communities.

### SECTION 2.02

To achieve this objective, the Local League will provide a supervised program of baseball and/or softball consistent with the Rules and Regulations of Little League Baseball, Incorporated. All Directors, Officers and Members shall consider and incorporate the values of Little League: Teamwork, Community, Inclusion, Fun, and Integrity. The molding of future citizens is of prime importance and the attainment of exceptional athletic skill or the winning of games is secondary. In accordance with Section 501(c)(3) of the Federal Internal Revenue Code, the Local League shall operate exclusively as a nonprofit educational organization providing a supervised program of competitive baseball and/or softball games. No part of the net earnings shall benefit any individual or be used in any substantial part to influence legislation or intervene in any political campaign on behalf of any candidate for public office.

## ARTICLE 3 - MEMBERSHIP

### SECTION 3.01

**Eligibility** - Any person interested in active participation to further the objective of this Local League may apply to become a Member.

### SECTION 3.02

**Classes** - There shall be the following classes of Members:

1. Regular Members ("Members") shall include:
  - a. Current year Managers, Coaches, Board Members, Local League Officers, and any registered volunteer, who have completed a background check.
  - b. One Parent or one Legal Guardian of each registered player. Parents or Guardians of multiple registered players are limited to a maximum of two memberships.
  - c. Any adult person actively interested in furthering the objectives of the Local League may become a Regular Member upon approval by the Board and payment if applicable. Upon receipt of a written request to become a member, the Board of Directors shall vote upon the request at the next scheduled Board of Directors meeting.
  - d. All Members must annually complete the Little League Official Application, submit to a background check pursuant to Regulation I(8) and (9), and complete abuse awareness training pursuant to Regulation I(10) before the commencement of the season.

The Secretary shall maintain the roll of membership to qualify voting Members. Only Members in good standing are eligible to vote at General Membership Meetings. Each Member is entitled to one vote.

2. **Player Members** - Any player candidate meeting the requirements of Little League Regulation IV shall be eligible to compete for participation. Player Members shall have no rights, duties, or obligations in the management or in the property of the Local League.
3. **Honorary Members (Optional)** - Any person may be elected as Honorary Member by the unanimous vote of all Directors present at any duly held meeting of the Board of Directors but shall have no rights, duties, or obligations in the management or in the property of the Local League.
4. **Sustaining Members (Optional)** - Any person not a Regular Member who makes financial or other contribution to the Local League may by a majority vote of the Board of Directors become a Sustaining Member, but such person shall have no rights, duties, or obligations in the management of or in the property of the Local League.

### **SECTION 3.03**

#### ***Other Affiliations***

Members, whether Regular or Player, shall not be required to be affiliated with another organization or group to qualify as members of the Local League. Regular Members should not be actively engaged in the promotion and/or operation of any other baseball/softball program.

### **Section 3.04**

Dues (if any) for Regular Members may be fixed at such amounts as the

Board of Directors shall determine for a particular fiscal year. (See Article 11, Section 11.08 for fiscal year of this league.) Note: Dues for Regular Members are separate from registration fees for Player Members, which are determined annually by the Board of Directors in accordance with Regulation XIII (c).

### **SECTION 3.05**

**Suspension or Termination:** Membership may be terminated by resignation or action of the Board of Directors as follows.

(a) The Board of Directors, by a two-thirds vote of those present at any duly constituted Board meeting, shall have the authority to discipline or suspend or terminate the membership of any Member of any class, including managers and coaches, and other volunteers, when the conduct of such person is considered detrimental to the best interests of the players, Local League and/or Little League Baseball, Incorporated. The Member involved shall be notified of such meeting, informed of the general nature of the charges and given an opportunity to appear at the meeting to answer such charges.

(b) The Board of Directors shall, in case of a Player Member, give notice to the manager of the team for which the player is a Player Member. Said manager shall appear, in the capacity of an adviser, with the player before the Board of Directors or a duly appointed committee of the Board of Directors. The player's parent(s) or legal guardian(s) may also be present. The Board of Directors shall have full power to suspend or revoke such player's right to future participation by two-thirds vote of those present at any duly constituted meeting.

## **ARTICLE 4 - BOARD OF DIRECTORS**

### **SECTION 4.01**

**Authority:** The management of the property and affairs of the Local League shall be vested in the Board of Directors.

### **SECTION 4.02**

The Board of Directors shall be comprised of no fewer than seven (7) Members in good standing. The Officers of the Board of Directors shall include, at a minimum: President, Vice President, Treasurer, Secretary, Player Agent, Safety Officer, and Coaching Coordinator, per Little League Regulation I (b).

### **SECTION 4.03**

If any vacancy occurs on the Board of Directors, by death, resignation or otherwise, it may be filled, for the balance of the absent Board Member's

term of office, by a majority vote of the remaining Directors at any duly constituted Board meeting or Special Board Meeting called for that purpose.

#### **SECTION 4.04**

Regular meetings of the Board of Directors shall be held immediately following the Annual Meeting and, on such days, thereafter as shall be determined by the Board.

- a. The president or Secretary shall at the request in writing of five (5) directors, Issue the call for a Special Board Meeting. In the case of Special Board Meetings, such notice shall include the purpose of the meeting and only matters so stated in such notice may be acted upon at the Special meeting. Meetings of the Board of Directors may be held inperson and/or by telephonic or electronic means and such means shall be clearly stated in any meeting notice.
- b. Notice of every board meeting shall be given by the Secretary personally, electronically, or by mail, to each director at a minimum five (5) calendar days before the time appointed for the meeting to the last recorded address of each director.
- c. At any meeting of the Board of Directors, the presence of one third (33.3%) of the Board of Directors shall constitute a quorum for the transaction of regular business. If a quorum is not present, no business shall be conducted.
- d. Only members of the Board of Directors may make motions and vote at meetings of the Board of Directors. However, the Board of Directors may invite, admit, and recognize guests for presentations or comments during Board meetings.
- e. A simple majority vote of the Directors present at a duly constituted Board of Directors meeting is necessary to approve any action relating to the general business of the Local league.
- f. No Director shall be allowed to vote by proxy at any meeting of the Board of Directors.

#### **SECTION 4.05**

The Board of Directors shall have the power to appoint such standing committees as it shall determine appropriate and to delegate such powers to them as the Board shall deem advisable and which it may properly delegate.

The Board may adopt such rules and regulations for the conduct of its meetings and the management of the Local League as it may deem proper, provided such rules and regulations do not conflict with this Constitution or the Rules and Regulations of Little League Baseball, Incorporated.

The Board shall have the power by a two-thirds vote of those present at any regular Board or Special Board Meeting to discipline, suspend or remove any Director, Officer, Committee Member, or Member of the Local League in accordance with the procedure set forth in Article 3, Section 5.

#### **SECTION 4.06**

Robert's Rules of Order shall govern the proceedings of all Local League meetings, including Board of Directors meetings. Any action taken by the Board of Directors at a meeting at which a quorum is present will be deemed the action of the Board of Directors, except where same conflicts with this Constitution. Minutes of all meetings will be recorded and will accurately reflect the action(s) taken.

## ARTICLE 5 - DUTIES AND POWERS OF THE BOARD

### SECTION 5.01

**Appointments** - The Board of Directors may appoint such other officers or agents as it may deem necessary or desirable, and may prescribe the powers and duties of each. Appointed officers or agents shall have no vote on actions taken by the Board of Directors unless such individuals have been elected to the Board by the membership or have been elected to fill a vacancy on the Board.

### SECTION 5.02

#### **President**

**(required)** - The President Shall:

(a) Conduct the affairs of the Local League and execute the policies established by the Board of Directors.

(b) Present a report of the condition of the Local League at the Annual Meeting.

(c) Communicate to the Board of Directors such matters as deemed appropriate, and make such suggestions as may tend to promote the welfare of the Local League.

(d) Be responsible for the conduct of the Local League in strict conformity to the policies, principles, Rules and Regulations of Little League Baseball, Incorporated, as agreed to under the conditions of charter issued to the Local League by that organization.

(e) Investigate complaints, irregularities and conditions detrimental to the Local League and report thereon to the Board or Executive Committee as circumstances warrant.

(f) Prepare and submit an annual budget to the Board of Directors and be responsible for the proper execution thereof.

(g) With the assistance of the Player Agent, examine the application and support proof-of age documents of every player candidate and

(h) Certify to residence or school enrollment, and age eligibility before the player may be accepted for tryouts and selection.

(i) Complete the required background checks per Little League Regulation I (b) and I (c) 8 & 9; or delegate this responsibility to the league's Safety Officer, or other designated Board member.

(j) Ensure that all individuals who submit the Volunteer Application complete the Abuse Awareness Training as outlined in the Little League Child Protection Program or delegate this responsibility to the league Safety Officer, or other designated Board member.

(k) Ensure the Local League compliance with the requirements of the Little League Child Protection Program or delegate this responsibility to the league Safety Officer, or other designated Board Member.

#### **SECTION 5.03**

##### **Vice President**

**(required)** - The Vice President Shall:

(a) Perform the duties of the President in the absence or disability of the President, provided he or she is authorized by the President or Board so to act. When so acting, the Vice President shall have all the powers of that office.

(b) Perform such duties as from time to time may be assigned by the Board of Directors or by the President.

#### **SECTION 5.04**

**Secretary (required)** - The Secretary shall:

(a) Be responsible for recording the activities of the Local League and maintain appropriate files, mailing lists and necessary records.

(b) Perform such duties as are herein specifically set forth, in addition to such other duties as are customarily incident to the office of Secretary or as may be assigned by the Board of Directors.

(c) Maintain a list of all Regular, Sustaining and Honorary Members, Directors and committee members and give notice of all meetings of the Local League, the Board of Directors and Committees.

(d) Maintain a current list of all Regular Members in good standing and determine the number of Regular members needed to constitute a quorum.

(e) Issue membership cards to Regular Members, if approved by the Board of Directors.

(f) Keep the minutes of the meetings of the Members, the Board of Directors and the Executive Committee, and cause them to be recorded in a book kept for that purpose.

(g) Conduct all correspondence not otherwise specifically delegated in connection with said meeting and shall be responsible for carrying out all orders, votes and resolutions not otherwise committed.

(h) Notify Members, Directors, Officers and committee members of their election or appointment. Provide each of these individuals with a copy of the Local League Constitution.

#### **SECTION 5.05**

**Treasurer (required)** - The Treasurer shall:

(a) Perform such duties as are herein set forth and such other duties as are customarily incident to the Office of Treasurer or may be assigned by the Board of Directors.

(b) Receive all moneys and securities, and deposit same in a depository approved by the Board of Directors.

(c) Keep records for the receipt and disbursement of all moneys and securities of the Local League, including the Auxiliary, approve all payments from allotted funds and draw checks therefore in agreement with policies established in advance of such actions by the Board of Directors. All disbursements by check must have dual signatures.

(d) Prepare an annual budget, under the direction of the President, for submission to the Board of Directors at the Annual Meeting.

(e) Prepare an annual financial report, under the direction of the President, for submission to the Membership and Board of Directors at the Annual Meeting, and to Little League International.

#### **SECTION 5.06**

##### **Player Agent**

**(required)** - The Player Agent shall:

(a) Record all player transactions and maintain an accurate and up-to-date record thereof.

(b) Receive and review applications for player candidates and assist the President in verifying residence or school enrollment and age eligibility.

(c) Conduct the tryouts, the player draft and all other player transaction or selection meetings.

(d) Prepare the Player Agent's list.

(e) Prepare for the President's signature and submission to Little League International, team rosters, including players claimed, and the tournament team eligibility affidavit.

(f) Notify Little League Baseball, Incorporated of any subsequent player replacements or trades.

#### **SECTION 5.07**

##### **Safety Officer**

**(required)** - The Safety Officer shall:

(a) Be responsible to create awareness, through education and information, of the opportunities to provide a safer environment for children and all participants of Little League.



(b) Develop and implement a plan for increasing safety of activities, equipment and facilities through education, compliance and reporting which may include:

- (1) Education - Should facilitate meetings and distribute information among participants including players, managers, coaches, umpires, league officials, parents, guardians and other volunteers.
- (2) Compliance - Should promote safety compliance leadership by increasing awareness of the safety opportunities that arise from these responsibilities.
- (3) Reporting - Define a process to assure that incidents are recorded, information is sent to league/district and national offices, and follow-up information on medical and other data is forwarded as available.
- (4) Background Checks - If the League President so designates, the safety officer will complete the required background checks per Little League Regulation I(b) and I(c) (8)&(9).
- (5) Training - If the League President so designates, the Safety Officer shall ensure that all individuals who submit the Volunteer Application complete the Abuse Awareness Training per Little League Regulation I(c)10 and as outlined in the Little League Child Protection Program.
- (6) Child Protection Program - If the League President so designates, the Safety Officer will ensure the league is compliant with all aspects of the Little League Child Protection Program.

#### **SECTION 5.08**

##### **Coaching Coordinator**

**(required)** - The coaching coordinator shall:

- (a) Represent coaches/managers in league;
- (b) Present a coach/manager training budget to the board;
- (c) Gain the support and funds necessary to implement a league-wide training program;
- (d) Order and distribute training materials to players, coaches and managers;
- (e) Coordinate mini-clinics as necessary;
- (f) Serve as the contact person for Little League International.

#### **SECTION 5.09**

**League Information Officer (optional)** - The League Information Officer shall:

- (a) Set up and manage the league's official website (site authorized by Little League International);
- (b) Set up online registration and ensure player, manager, and coach data is uploaded to the Little League Data Center;
- (c) Assign online administrative rights to other local volunteers;
- (d) Encourage creation of team web sites to managers, coaches, and parents;
- (e) Ensure that league news and scores are updated online on a regular basis;
- (f) Collect, post, and distribute important information on league activities including direct dissemination of fund-raising and sponsor activities, the district, the public, league members, and the media
- (g) Serves as primary contact person for Little League regarding optimizing use of the Internet for league administration and for distributing information to league members and to Little League Baseball, Incorporated.

#### **SECTION 5.10**

##### **Marketing/Public Relations**

**Manager (optional)** - The Marketing/Public Relations Manager shall:

- (a) Oversee new player recruitment efforts;
- (b) Develop and maintain a league marketing plan focused on player recruitment and retention;
- (c) Oversee efforts to market new divisions of play and initiatives offered by the league;
- (d) Work with local media to promote the interests of Little League;
- (e) Coordinate efforts to make the local league visible in the community year-round.

#### **SECTION 5.11**

**Sponsorship/Fundraising Manager (optional)** - The Sponsorship/Fundraising Manager shall:

- (a) Solicit and secures local sponsorships to support league operations;

- (b) Collect and reviews sponsorship and fundraising opportunities;
- (c) Organize and implements approved league fundraising activities;
- (d) Coordinate participation in fundraising activities;
- (e) Maintain records of monies secured through sponsorship and fundraising initiatives.
- (f) Ensure regulation and polices related to sponsorships and fundraising are followed.

### SECTION 5.12

#### **Concession Manager**

**(optional)** - The Concession Manager shall:

- (a) Maintain the operation of concession facilities;
- (b) Organize the purchase of concession products;
- (c) Be responsible for the management of the concession sales at league events;
- (d) Schedules volunteers to work the concession booth during league events;
- (e) Collects and reviews concession-related offers, including discounts and bulk-purchasing opportunities;
- (f) Organize, tally, and keep records of concession sales and purchases.

### SECTION 5.13

#### **Umpire-in-Chief (optional)**

- The Umpire-in-Chief (U.I.C) shall:

- (a) Serve as coordinator of the local league umpire program
- (b) Advise the League President on the local league umpire program
- (c) Recommend volunteer umpires to League President to serve the league during the regular season.
- (d) Recruit, review, and retain volunteer umpires
- (e) Establish and implement an umpire training program for volunteer umpires consistent with Little League® guidelines
- (f) Communicate rule changes to league volunteer umpires, managers, and coaches
- (g) Recommend tournament-worthy umpires to the District Umpire

Consultant

- (h) Attend umpire training programs at the district, state, and region levels

## **ARTICLE 6 - COMMITTEES**

No local league is required to appoint Board members to Committees or use this tool of operation to manage the local league. However, the committee structure is recommended to engage the Board of Directors, assist with efficiently delegating responsibilities throughout the year, and provide oversight in the operation of the local league.

### **SECTION 6.01**

#### **Executive**

#### **Committee**

- (a) The Board of Directors may appoint an Executive Committee which shall consist of not less than three (3) nor more than five (5) Directors, one of whom shall be the President of the Local League.
- (b) The Executive Committee shall advise with and assist the Officers of the Local League in all matters concerning its interests and the management of its affairs, and shall have such other powers as may be delegated to it by the Board, but in no event will the Executive Committee have authority over the Board of Directors.
- (c) At any meeting of the Executive Committee, a majority of the total number of members then in office shall constitute a quorum for the transaction of business, and the act of a majority present at any meeting at which there is a quorum shall be the act of the Committee.

### **SECTION 6.02**

**Nominating Committee:** The Board of Directors may appoint a Nominating Committee consisting of three (3) Directors and other appointed Regular Members. The Committee shall investigate and consider eligible candidates and submit at the Annual Meeting a slate of candidates for the Board of Directors. The Committee shall also submit for consideration by the Board of Directors a slate of Officers and Committee Members.

### **SECTION 6.03**

**Membership Committee:** The Board of Directors may appoint a Membership Committee consisting of three (3) Directors and other appointed Regular Members. The Committee shall receive the names of prospective Honorary, Sustaining and Regular Members at the annual, regular, or any special meeting of the Members or the Board of Directors.

#### SECTION 6.04

**Finance Committee:** The Board of Directors may appoint a Finance Committee consisting of not less than three (3) nor more than five (5) Directors. The Treasurer and Sponsorship/Fundraising Manager shall be an ex-officio members of the Committee. The Committee shall investigate ways and means of financing the Local League including team sponsorships and submit recommendations. It shall be responsible for taking up collections at games, if such collections are authorized by the Local League, and shall turn over said collections to the Treasurer immediately after each game.

#### SECTION 6.05

**Building and Property Committee:** (May be combined with Grounds Committee) The Board of Directors may appoint a Building and Property Committee consisting of three (3) Directors and other appointed Regular Members. The Committee shall investigate and recommend available, suitable sites and plans for development, including ways and means, the latter in cooperation with the Finance Committee. It shall be responsible for repair and improvement recommendations, other than normal maintenance, and supervise the performance of approved projects.

#### SECTION 6.06

**Grounds Committee:** (May be combined with Building and Property Committee) The Board of Directors may appoint a Grounds Committee which shall be responsible for the care and maintenance of the playing field(s), buildings and grounds. It shall operate within the amount appropriated in the approved budget for that purpose.

#### SECTION 6.07

**Playing Equipment Committee:** The Board of Directors may appoint a Playing Equipment Committee which shall secure bids on needed supplies and equipment and make recommendations for their purchase to the Board. The Committee shall be responsible for the proper issuance of such supplies and equipment and for the repair, cleaning and storage thereof at the close of the season.

#### SECTION 6.08

**Managers Committee:** The Board of Directors may appoint a Managers Committee consisting of three (3) Directors. The Committee shall interview and investigate prospective managers and coaches, including those for the Minor League teams and recommend acceptable candidates to the President, for appointment and subsequent approval by the Board of Directors. It shall, during the playing season, observe the conduct of the managers and coaches and report its findings to the President of the Local League. It shall, at the request of the President or Board of Directors, investigate complaints concerning managers and coaches and make a report thereof to the President or Board of Directors as the case may be.

#### **SECTION 6.09**

**Umpire Committee:** The Board of Directors may appoint an Umpire Committee consisting of three (3) Directors and other appointed Regular Members. The Local League President shall be chairman of any such Committee. The Committee shall recruit, interview and recommend to the President for appointment a staff of umpires, including a UIC and replacements. When appointed, the staff of umpires shall be under the personal direction of the Local League President, assisted by the UIC who shall train, observe and schedule the staff.

#### **SECTION 6.10**

**District Committee:** The Board of Directors may appoint a District Committee consisting of the Local League President as chairman and two (2) other Directors. The Committee shall assist the District Administrator in interleague district functions including the selection of members of the District Administrator's Advisory Committee and the selection of tournament sites and area tournament directors.

#### **SECTION 6.11**

**Auditing Committee:** The Board of Directors may appoint an Auditing Committee consisting of three (3) Directors. The President, Treasurer or signatories of checks are not eligible. The Committee will review the Local League's books and records annually prior to the Annual Meeting and attach a statement of its findings to the annual financial statement of the President and Treasurer; or may, if directed by the Board of Directors or Membership, secure the services of a Certified Public Accountant to accomplish such review.

#### **SECTION 6.12**

**Minor League Committee:** The Board of Directors may appoint a Minor League Committee consisting of three (3) Directors. The Chairman of the Committee shall be the Minor League Vice President and be responsible to the Local League President for the proper conduct of the Minor League operation.

#### **SECTION 6.13**

**Rules of Order for Committee Meetings:** Robert's Rules of Order shall govern the proceedings of all committee meetings, except where same conflicts with this Constitution of the Local League.

#### **SECTION 6.14**

**Other Committees and Board Positions:** The Board of Directors may appoint a committee consisting of three (3) Directors. The Chairman of the Committee; or add Board positions for the specific purpose of fulfilling a need that is presently not addressed, or accounted for by an existing committee. List Additional Committees by name:

1. Player Development  
Committee
2. Opening Day/Picture Day  
Committee
3. Closing Ceremonies Committee
4. Scheduling Committee
5. Bylaw/Constitution Review  
Committee

## **ARTICLE 7 – GENERAL MEMBERSHIP MEETINGS**

### **SECTION 7.01**

#### **Definition**

A General Membership Meeting is any meeting of the membership of the league which is called in accordance with this Constitution. A minimum of one meeting per year (Annual Meeting, see Section 7.06) is required. General Membership Meetings may be held in-person and/or by other electronic means which allow for full participation by all Members.

### **SECTION 7.02**

#### **Notice of Meeting**

Notice of each General Membership Meeting shall be delivered personally, electronically, or by mail to each Member at the last recorded address at least 10 calendar days in advance of the meeting, setting forth the place, time, and purpose of the meeting.

### **SECTION 7.03**

#### **Quorum**

At any General Membership Meeting, the presence in person or representation by absentee ballot of twenty (20) percent of the Regular Members or forty (40) Regular Members, whichever is less, shall be necessary to constitute a quorum. If a quorum is not present, no business shall be conducted. The Secretary shall be responsible for providing a list of all Regular Members in good standing.

### **SECTION 7.04**

#### **Voting**

Only Regular Members in good standing shall be entitled to attend, make motions and vote at General Membership Meetings. However, the Board of Directors may invite, admit, and recognize guests for presentations or comments during General Membership Meetings.

### **SECTION 7.05**

## **Absentee Ballot**

For the expressed purpose of accommodating a Regular Member in good standing who cannot attend a General Membership Meeting at which new Board members will be elected, an absentee ballot may be requested and obtained from the Secretary of the Local League. The absentee ballot shall be properly completed, signed, and returned in a sealed envelope to the Secretary prior to the date of the election. The Secretary shall present all absentee ballots to the Election Chairman (appointed at the meeting) on the date of the meeting, prior to the voting portion of the election process.

## **SECTION 7.06**

### **Annual Meeting of the Members**

The Annual Meeting of the Members of the Local League shall be held the fourth Saturday of May at 7pm, each year for the purpose of electing the Board of Directors, receiving reports, reviewing the Constitution, appointing committees, and for the transaction of such business as may properly come before the meeting.

- (a) The Membership shall receive at the Annual Meeting of the Members of the Local League a report, verified by the President and Treasurer, or a majority of the Directors, showing:
1. The condition of the Local League, to be presented by the President or his/her designee.
  2. A general summary of funds received and expended by the Local League for the previous year, the amount of funds currently in possession of the Local League, and the name of the financial institution in which such funds are maintained.
  3. The whole amount of real and personal property owned by the Local League, where located, and where and how invested.
  4. For the year immediately preceding, the amount and nature of the property acquired, with the date of the report and the manner of the acquisition, the amount applied, appropriated, or expended, and the purposes, objects, or persons to or for which such applications, appropriations or expenditures have been made.
  5. The names of the persons who have been admitted to Membership in the Local League during the preceding year.
- (b) This report shall be filed with the records of the Local League and entered in the minutes of the proceedings of the Annual Meeting. A copy of such report shall be forwarded to Little League International.
- (c) At the Annual Meeting, the Regular Members shall elect the Board of Directors. If the total number of Board candidates exceeds the number of available Board positions, then those Board candidates receiving the most votes will be considered elected to the Board. Regular Members may only cast a number of votes equal to or less than the board positions available. In the event of a tie in the number of votes received by two or more Board candidates for



unfilled Board seats, a run-off election, in which all Members may vote, will be held for the tied Board candidates.

- (d) After the Board of Directors is elected, the Board shall meet to elect the Officers of the Board.
- (e) After the election, the Board of Directors shall assume the performance of its duties on July 1<sup>st</sup>. The Board's term of office shall continue until its successors are elected and qualified under this section at the next annual meeting.

#### **SECTION 7.07**

##### **Special General Membership Meetings**

Special General Membership Meetings may be called by the Board of Directors, by the Secretary or President at their discretion. Additionally, upon the written request of a minimum of five (5) Members, the President or Secretary shall call a Special General Membership Meeting to consider the subject specified in the request. No business other than that specified in the notice of the Special General Membership Meeting shall be transacted at any Special General Membership Meeting. Such Special General Membership Meeting shall be scheduled to take place not less than 30 calendar days after the request is received by the President or Secretary.

#### **SECTION 7.08**

Any vote by the Regular Members at a meeting at which a quorum is present will be deemed the action of the Regular Members, except where same conflicts with this Constitution. Minutes of all meetings will be kept and will accurately reflect the action(s) taken.

### **ARTICLE 8 - AFFILIATION**

#### **SECTION 8.01**

The Local League shall annually apply for a charter from Little League Baseball, Incorporated, and shall do all things necessary to obtain and maintain such charter. The Local League shall devote its entire energies to the activities authorized by such charter, and it shall not be affiliated with any other program or organization or operate any other program.

#### **SECTION 8.02**

The Official Playing Rules and Regulations as published by Little League Baseball, Incorporated shall be binding on the Local League.

#### **SECTION 8.03**

The local rules, ground rules and/or bylaws of the Local League shall be adopted by the Board of Directors at a meeting to be held not less than one month before the first scheduled game of the season, but shall in no way conflict with the Rules, Regulations and Policies of Little League Baseball, Incorporated, nor shall they conflict with this Constitution. The local rules, ground rules and/or bylaws of this Local League shall expire at the end of each playing season and are not considered part of this Constitution.

## **ARTICLE 9 - FINANCIAL AND ACCOUNTING**

### **SECTION 9.01**

#### **Authority**

The Board of Directors shall decide all matters pertaining to the finances of the Local League and it shall place all income including Auxiliary funds, in a common league treasury, directing the expenditure of funds in such manner as will give no individual or team an advantage over those in competition with such individual or team.

### **SECTION 9.02**

#### **Contributions**

The Board shall not permit the contribution of funds or property to individual teams but shall solicit funds for the common treasury of the Local League, thereby to discourage favoritism among teams and to endeavor to equalize the benefits of the Local League.

### **SECTION 9.03**

#### **Solicitations**

The Board shall not permit the solicitation of funds in the name of Little League Baseball, Incorporated unless all of the funds so raised be placed in the Local League treasury.

### **SECTION 9.04**

#### **Disbursement of Funds**

The Board shall not permit the disbursement of Local League funds for other than the conduct of Little League activities in accordance with the rules, regulations, and policies of Little League Baseball, Incorporated. All disbursements shall be made by check, or league credit or debit card. All checks shall be signed by the Local League Treasurer and such other officer or officers, or person or persons, as the Board of Directors shall determine.

### **SECTION 9.05**

### **Financial Transparency**

No Board member authorized to disburse funds may be the spouse or family relative of the League President or Treasurer, or have direct access to league funds without the written permission of the chairman of the league's Audit Committee. The use of a league credit or debit card is permitted, given that the card is returned to the League President, Treasurer, or Chairman of the Audit Committee with receipt for all purchases made within three (3) days of the purchase date.

### **SECTION 9.06**

### **Compensation**

No Director, Officer, or Member of the Local League shall receive, directly or indirectly any salary, compensation, or payment from the Local League for services rendered as Director, Officer or Member.

### **SECTION 11.07**

### **Deposits**

All moneys received, including sponsorship and fundraising, shall be deposited to the financial account of the Local League which must be a federally insured bank or other certified financial institution as determined by the Board. The establishment of the Local League account or change of account must be noted in the board minutes.

### **SECTION 11.08**

### **Fiscal year**

The fiscal year of the Local League shall begin on October 1 and shall end on September 30.

### **SECTION 11.09**

### **Distribution of Property upon Dissolution**

Upon dissolution of the Local League program for any reason and after all outstanding debts and claims have been satisfied, the Regular Members may either direct the remaining property of the Local League to another chartered Little League program in good standing with Little League Baseball, Incorporated or may direct the funds to Little League Baseball, Incorporated.

**ARTICLE 12 - AMENDMENTS**

This Constitution may only be amended, repealed, or altered in whole or in part by a majority vote of sixty-six (66) percent of the Members at a duly organized meeting, provided notice of the proposed change is included in the notice of such meeting. A draft of all proposed amendments shall be submitted to Little League Baseball, Incorporated for approval before a vote of the Membership is held.

This Constitution was approved by the Little League Membership on

(date) October 7, 2024

President's Name (Print) Jeff Lee

President's Signature  Date 10/24/2024

Little League ID No. 04055012

Federal ID No. (if available) \_\_\_\_\_

State ID No. (if available) \_\_\_\_\_

Make one copy for the District Administrator and copies for the Local League. Send original to Regional Headquarters. This Local League's Constitution on file at Regional Headquarters (most recently-accepted copy) is the official Constitution of this Local League.

Little League Baseball, Incorporated does not limit participation in its activities on the basis of disability, race, creed, color, national origin, gender, sexual preference or religious preference.