

# LITTLE LEAGUE BASEBALL AND SOFTBALL, INCORPORATED

## BULL CITY LITTLE LEAGUE

Durham, NC

# CONSTITUTION



League ID # 333 06 08

THIS BOX FOR REGIONAL USE ONLY

Date Submitted: \_\_\_\_\_

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# **BULL CITY LITTLE LEAGUE CONSTITUTION**

## **ARTICLE I - NAME**

This organization shall be known as Bull City Little League hereinafter referred to as "Local League."

## **ARTICLE II - OBJECTIVE**

### **SECTION 1**

The objective of the Local League shall be to implant firmly in the children of the community the ideals of good sportsmanship, honesty, loyalty, courage and respect for authority, so that they may be well adjusted, stronger and happier children and will grow to be good, decent, healthy and trustworthy citizens.

### **SECTION 2**

To achieve this objective, the Local League will provide a supervised program under the Rules and Regulations of Little League International, Incorporated. All Directors, Officers and Members shall bear in mind that the attainment of exceptional athletic skill or the winning of games is secondary, and the molding of future citizens is of prime importance. In accordance with Section 501 (c) (3) of the Federal Internal Revenue Code, the Local League shall operate exclusively as a non-profit educational organization providing a supervised program of competitive baseball and softball games. No part of the net earnings shall inure to the benefit of any private shareholder or individual; no substantial part of the activities of which is carrying on propaganda, or otherwise attempting to influence legislation, and which does not participate in or intervene in any political campaign on behalf of any candidate for public office.

## **ARTICLE III - MEMBERSHIP**

### **SECTION 1**

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

### **SECTION 2**

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

- (a) **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.
  
- (b) **Regular Members** - Any adult person actively interested in furthering the objectives of the Local League may become a Regular Member upon election and payment of dues as hereinafter provided. The secretary shall maintain the roll of membership to qualify voting members.

Only Regular Members in good standing are eligible to vote at General Membership Meetings. All Officers, Board Members, Committee Members, Managers, Coaches, Volunteer Umpires and other elected or appointed officials must be active Regular Members in good standing.

Note: Regular Members of the league automatically include all current Managers, Coaches, Volunteer Umpires, Board Members, Officers of the Board and any other person who is recognized by the Board as a volunteer in the Local League.

- (c) **Honorary Members** - 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.
  
- (d) **Sustaining Members** - 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 or in the property of the Local League.
  
- (e) As used hereinafter, the word "Member" shall mean a Regular Member unless otherwise stated.

### **SECTION 3**

#### **Other Affiliations**

- (a) 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.

- (b) Members should not be actively engaged in the promotion and/or operation of any other baseball or softball program.

#### **SECTION 4**

**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, when the conduct of such person is considered detrimental to the best interests of the Local League and/or Little League Baseball and Softball.

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 (quorum is required).

### **ARTICLE IV - DUES FOR REGULAR MEMBERS (NOT PLAYERS)**

#### **SECTION 1**

Dues for Members may be fixed at such amounts as the Board of Directors shall determine for a particular fiscal year. (See Article XI, Section 7 for fiscal year of this league.) *Note: Dues for Members are separate from registration fees for Player Members, which are determined annually by the Board of Directors in accordance with Regulation XIII (c). Dues are, however, collected at the same time as the spring registration fee. If no dues for Regular Membership are collected, Section 2 below does not apply.*

#### **SECTION 2**

Members who fail to pay their fixed dues within thirty (30) days of spring registration may, by majority vote of the Board present at a Board meeting, be dropped from the rolls and shall forfeit all rights and privileges of membership.

## ARTICLE V - GENERAL MEMBERSHIP MEETINGS

### SECTION 1

**Definition** - A General Membership Meeting is any meeting of the membership of the league (including Special General Membership Meetings, Section 7). A minimum of one per year (Annual Meeting, see Section 6) is required.

### SECTION 2

**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 seven (7) days in advance of the meeting, setting forth the place, time and purpose of the meeting. In lieu of the above methods, notice may be given in such form as may be authorized by the Members, from time to time, at a regularly convened General Membership Meeting.

### SECTION 3

**Quorum** - At any General Membership Meeting, the presence in person or representation by absentee ballot of one fourth (25 percent) the members shall be necessary to constitute a quorum. If a quorum is not present, no business shall be conducted.

### SECTION 4

**Voting** - Only Regular Members shall be entitled to 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. (Those eligible to take part at meetings of the Board of Directors are described in Article VI, Section 4.)

### SECTION 5

**Absentee Ballot** - For the expressed purpose of accommodating a Regular Member in good standing who cannot be in attendance at the Annual Meeting, or any General Membership Meeting at which new Board members will be elected, an absentee ballot may be requested and obtained from the Secretary of the 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 6

**Annual Meeting of the Members** - The Annual Meeting of the Members of the Local League shall be held the third Thursday of October at 7:00 p.m. each year for the purpose of electing new Members,

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 by a majority of the Directors, showing:

- (1) The condition of the Local League, to be presented by the President or his/her designate;
- (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 regular membership in the Local League during such year. 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 Headquarters.

(b) At the Annual Meeting, the Members shall determine the number of Directors to be elected for the ensuing year and shall elect such number of Directors. The number of Directors elected shall be not less than seven (7).

(c) **The Officers are elected at the same time as the Board of Directors.** After the election, the Board of Directors shall assume the performance of its duties immediately. The Board's term of office shall continue until its successors are elected and qualified under this section.

(d) The Officers of the Board of Directors shall include, at a minimum, the President, one or more Vice Presidents, Treasurer, Secretary, one or more Player Agents, a Coaching Coordinator, and a Safety Officer. The Board shall also include a minimum of one manager and one volunteer umpire. Only volunteer umpires may be elected to the Board.

## SECTION 7

**Special General Membership Meetings** - Special General Membership Meetings of the Members may be called by the Board of Directors or by the Secretary or President at their discretion. Upon the written request of ten (10) 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 meeting shall be transacted at any Special General Membership Meeting. Such Special General Membership Meeting shall be scheduled to take place not less than ten (10) days after the request is received by the President or Secretary.

## **SECTION 8**

**Rules of Order for General Membership Meetings** - Robert's Rules of Order shall govern the proceedings of all General Membership Meetings, except where it conflicts with this Constitution of the Local League.

# **ARTICLE VI - BOARD OF DIRECTORS**

## **SECTION 1**

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

## **SECTION 2**

**Increase in number** - The number of Board of Directors so fixed at the Annual Meeting may be increased at any General Membership Meeting or Special Meeting of the Members. If the number is increased, the additional Directors may be elected at the meeting at which the increase is voted, or at any subsequent General Membership Meeting. All elections of additional Directors shall be by majority vote of all Regular Members present or represented by a properly executed and signed absentee ballot filed with the Secretary prior to the election meeting.

## **SECTION 3**

**Vacancies** - If any vacancy occurs in the Board of Directors, by death, resignation or otherwise, it may be filled by a majority vote of the remaining Directors at any regular Board meeting or at any Special Board Meeting called for that purpose.

## **SECTION 4**

**Duties and Powers** - 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.

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 or Officer or Committee Member of the Local League in accordance with the procedure set forth in Article III, Section 4 (a,b).

To remain a board member in good standing, each board member must sit on at least one committee and actively participate in that committee's function. Board members shall regularly attend the monthly board meetings. **Regular attendance is defined as attendance at 7 of the 12 regular monthly meetings and not being absent from more than 2 consecutive meetings.** Failure to meet these requirements could lead to removal from the board of directors, according to the process outlined in the League Constitution, at the discretion of the board of directors.

## **SECTION 5**

**Rules of Order for Board Meetings** - Robert's Rules of Order shall govern the proceedings of all Board of Directors meetings, except where it conflicts with this Constitution of the Local League.

# **ARTICLE VII - DUTIES AND POWERS OF THE BOARD**

## **SECTION 1**

**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 2**

**League President** - 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 and Softball, Incorporated, as agreed to under the conditions of charter issued to the Local League by that organization.
- (e) Designate in writing other officers, if necessary, to have power to make and execute for/and in the name of the Local League such contracts and leases they may receive and which have had prior approval of the Board.
- (f) Investigate complaints, irregularities and conditions detrimental to the Local League and report thereon to the Board or Executive Committee as circumstances warrant.
- (g) With the assistance of the Treasurer and Finance Committee, prepare and submit an annual budget to the Board of Directors and be responsible for the proper execution thereof.
- (h) With the assistance of the Treasurer, prepare and submit an annual financial report to the Board of Directors.
- (i) Oversee the strategic planning initiatives and major special projects.

### **SECTION 3**

#### **League Vice President - 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 authorized, the Vice President shall have all the powers of the office of the President.
- (b) Perform such duties as from time to time may be assigned by the Board of Directors or by the President.
- (c) Directly supervise the Chief Umpire;
- (d) Directly supervise and assist the Player Agents;
- (e) Directly supervise and assist the Coaching Coordinator
- (f) Directly supervise and assist the Nominating Committee and supervise the Committee's activities;
- (g) Recruit and enlist a Rules Committee, chaired by the League Commissioners and including the three Player Agents, and supervise the Committee's activities;
- (h) Recruit and enlist a Protest Committee and supervise the Committee's activities.

## **SECTION 4**

**Secretary** - 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) 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.
- (e) 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.
- (f) Notify Members, Directors, Officers and committee members of their election or appointment.
- (g) Shall oversee the activities of the Historian. Should a Historian not be appointed during the fiscal year, the Secretary, by default, shall serve as the Historian.
- (h) Complete and submit, with the assistance of the President, the updated Charter and registration upload each year.
- (i) Check the post office box weekly in coordination with the Treasurer. The post office box is located at the US Postal Service on Milton Road, Durham, NC. As needed, distribute the mail to the appropriate Board Member.

## **SECTION 5**

**Treasurer** - 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 monies and securities, and deposit same in a depository approved by the Board of Directors.
- (c) Keep records for the receipt and disbursement of all monies and securities of the Local League, 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 for approval.

- (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 Headquarters.
- (f) Check the post office box weekly in coordination with the Secretary. The post office box is located at the US Postal Service on Milton Road, Durham, NC. As needed, distribute the mail to the appropriate Board Member.

## **SECTION 6**

**Vice President - Operations** – The Vice President - Operations shall:

- (a) Recruit and enlist a Scheduling Committee and supervise the Committee's activities including but not limited to the scheduling of practices and games.
- (b) Recruit and enlist a Concessions Committee and supervise the Committee's activities including but not limited to the management and staffing of the concession stand.
- (c) Recruit and enlist an Activities Committee and supervise the Committee's activities including but not limited to all special activities (Opening Day, Closing Ceremonies, Picture Day, Mayor's Cup, Family Fun Day, etc.).
- (d) Order and distribute trophies, plaques, recognition pins, awards, etc.

## **SECTION 7**

**Vice President - Facilities** – The Vice President - Facilities shall:

- (a) Work with the Vice President of Operations in scheduling of field maintenance;
- (b) Recruit and enlist a Facilities/Appearance Committee and supervise the Committee's activities which include but not limited to the upkeep and maintenance of the playing fields and facilities.
- (c) Recruit and enlist an Equipment Committee and supervise the Committee's activities which include but not limited to ensuring the necessary baseball and softball equipment is available and in good working, safe condition.

## **SECTION 8**

**Vice President – Fundraising I** - The Vice President – Fundraising I shall:

- (a) Manage and supervise the league's event and member related fundraising projects;
- (b) Supervise the league's efforts to raise funds through apparel and other sales related activities.
- (c) Recruit and enlist a Fundraising Events Committee and supervise the Committee's activities.
- (d) Recruit and enlist a Yearbook Committee and supervise the Committee's activities.
- (e) Work with VP – Fundraising II to develop and implement a comprehensive plan to address any Strategic Planning and Special Project Initiatives as deemed appropriate by the Board of Directors.

## **SECTION 9**

**Vice President - Fundraising II** – The Vice President – Fundraising II shall:

- (a) Manage and supervise the league's donor related fundraising projects;
- (b) Supervise the league's efforts to raise funds through team, sign and corporate sponsorships.
- (c) Recruit and enlist a Team Sponsor Committee and supervise the Committee's activities.
- (d) Recruit and enlist a Sign Sponsor Committee and supervise the Committee's activities.
- (e) Recruit and enlist a Corporate Sponsor Committee and supervise the Committee's activities.
- (f) Work with VP – Fundraising I to develop and implement a comprehensive plan to address any Strategic Planning and Special Project Initiatives as deemed appropriate by the Board of Directors.
- (g) Investigate grants and other significant revenue generators.

**Baseball/Softball Player Agent** - The Player Agent shall:

- (a) Record all baseball/softball player applications and transactions and maintain an accurate and up-to-date record thereof.
- (b) Conduct baseball/softball skill evaluations, the player draft, and all other player transaction or selection meetings.
- (c) Prepare the Baseball/Softball Player Agent's list (roster of eligible players).
- (d) In coordination with the Secretary, prepare for the President's signature and submission to Little League Headquarters, team rosters, including players' claimed, and the tournament team eligibility affidavit.
- (e) In coordination with the Secretary, notify Little League Headquarters of any subsequent player replacements or trade.
- (f) Work with the League Vice President to resolve any baseball/softball "player" related issues;
- (g) Recruit and enlist a Registration Committee and supervise the Committee's activities;
- (h) Recruit and enlist a Skills Evaluation Committee and supervise the Committee's activities;
- (i) Recruit and enlist a Player Draft Committee and supervise the Committee's activities.
- (j) Recruit and enlist a Uniform Committee and supervise the Committee's activities.
- (k) Shall Serve on the Rules Committee and represent the baseball/softball players' interests

## **SECTION 11**

### **Softball Player Agent - The Player Agent shall:**

- (a) Record all softball player applications and transactions and maintain an accurate and up-to-date record thereof.
- (b) Conduct softball skill evaluations, the player draft, and all other player transaction or selection meetings.
- (c) Prepare the Softball Player Agent's list (roster of eligible players).
- (d) In coordination with the Secretary, prepare for the President's signature and submission to Little League Headquarters, team rosters, including players' claimed, and the tournament team eligibility affidavit.
- (e) In coordination with the Secretary, notify Little League Headquarters of any subsequent player replacements or trade.
- (f) Work with the League Vice President to resolve any softball "player" related issues;
- (g) In coordination with the Baseball Player Agent, recruit and enlist a Registration Committee and supervise the Committee's activities;
- (h) In coordination with the Baseball Player Agent, recruit and enlist a Skills Evaluation Committee and supervise the Committee's activities;
- (i) In coordination with the Baseball Player Agent, recruit and enlist a Player Draft Committee and supervise the Committee's activities.
- (j) In coordination with the Baseball Player Agent, recruit and enlist a Uniform Committee and supervise the Committee's activities.
- (k) Shall Serve on the Rules Committee and represent the softball players' interests.

## **SECTION 12**

### **All-Star Player Agent**

- (a) Recruit and enlist an All-Star Committee and supervise the Committee's activities.
- (b) Review applications for player candidates and, with assistance from the All-Star Committee if needed, in verifying residence and age eligibility.
- (c) Prepare the All-Star Ballots and oversee the voting process
- (d) Notify parents of nominated and selected players and collect all required paperwork
- (e) Work with the League All-Star Committee to resolve any All-Star related issues;
- (f) Coordinate ordering of All-Star Uniforms
- (g) In conjunction with the All-Star Committee, organize activities to recognize All-Star players at each division at league closing ceremonies.

- (g) Shall Serve on the Rules Committee and represent the players' interests.

### **SECTION 13**

**Coaching Coordinator** - The Coaching Coordinator shall:

- (a) Represent coaches/managers in league;
- (b) Gain the support and funds necessary to implement a league-wide training program;
- (c) Order and distribute training materials to players, coaches and managers; coordinate mini-clinics as necessary; and implement [www.LittleLeagueCoach.org](http://www.LittleLeagueCoach.org) as the manager-coach education program for the league
- (d) Setup and implement a Coaches' Clinic conducted by a qualified high school or college coach or professional baseball instructor.
- (e) Chair the nominating committee responsible for recruiting and retaining managers and coaches for the league.

### **SECTION 14**

**Safety Officer** - The Safety Officer shall:

- (a) Be responsible to create awareness, through education and information, of the opportunities to provide a safer environment for youngsters and all participants of Little League Baseball and Softball.
- (b) Develop and implement the Safety Plan for increasing safety of activities, equipment and facilities through education, compliance and reporting. The Safety Plan shall be submitted to Little League.
- (c) Shall process Volunteer Application Forms and background checks for all volunteers.

NOTE: In order to implement a Safety Plan using education, compliance and reporting, the following suggestions may be utilized by the Safety Officer:

- (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.

## **SECTION 15**

**League Information Officer** - The League Information Officer shall:

- (a) Manage and supervise the league's official web site;
- (b) Manage the online registration process (if directed by the Registration Committee Chair);
- (c) Assign website administrative rights to league volunteers and teams;
- (d) Ensure that league news and scores are updated on a regular basis;
- (e) Collect, post and distribute important information on League activities including direct dissemination of fund-raising and sponsor activities to Little League Baseball and Softball, district leadership, league members, the general public and media as directed by the President;
- (f) Recruit and enlist a Website/Communications Committee and supervise the Committee's Activities.

## **SECTION 16**

**Chief Team Parent** – The Chief Team Parent shall:

- (a) Coordinate the efforts of all team parents within the League;
- (b) Assist with the scheduling of concession stand help for games;
- (c) Recruit and enlist team parents as needed;
- (d) Observe the performance of team parents during the season and make suggestions for improvement as necessary.
- (e) Coordinate with team parents for the scheduling of the Town and County parking lot duty.
- (f) Prepare and distribute the team parent packets with all appropriate information.

## **SECTION 17**

**Baseball/Softball League Commissioner/Chief Umpire** - The Baseball/Softball League Commissioner/Chief Umpire shall:

- (a) Represent coaches, managers, and players in the Rookie, A, AA, AAA, Major Division, Jr. / Sr. and Challenger Division to the Board.
- (b) Hold regular meetings with coaches/managers at these levels to disseminate information to them and to receive feedback to report back to the Board.
- (c) Ensure all coaches/managers are aware of and are following Little League rules and Local Rules;
- (d) Work with the League VP & President to resolve any "team" related issues.
- (e) Recruit and enlist a Chief Umpire Committee and supervise the Committee's activities.
- (f) Serve as the Co-Chair of the Rules Committee.

- (g) Attend games in all Baseball and Softball Divisions to observe quality of play and manager/coach conduct.
- (h) Coordinate with other organizations that compete against BCLL during the regular season and/or tournament competition.

## **SECTION 19**

**At-Large #1, #2, #3** - The At-Large Board Members shall:

- (a) Actively serve on at least one (1) of the standing committees.
- (b) Perform duties as directed by or delegated by other Board Members.

## **ARTICLE VIII - EXECUTIVE COMMITTEE**

### **SECTION 1**

The Board of Directors may appoint an Executive Committee which shall consist of not less than three (3) or more than five (5) Directors, one of whom shall be the President of the Local League.

### **SECTION 2**

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.

### **SECTION 3**

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.

## **ARTICLE IX - OTHER COMMITTEES**

### **SECTION 1**

**Nominating Committee** - The League Vice President shall appoint a Nominating Committee consisting of three (3) to (5) members who will recruit and enlist managers.. The chair of the committee shall be the Coaching Coordinator. The committee shall accept Volunteer Applications for each prospective manager and coach and provide to the Safety Officer for performing sex offender background checks. When approved, the Nominating Committee shall recommend acceptable candidates to the Vice 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. It shall, at the request of the President or Board of Directors, investigate complaints concerning managers and coaches and make a report thereon to the President or Board of Directors as the case may be.

Toward the end of the season, the Nominating Committee shall administer the Manager/Coach Surveys to get feedback from parents on the managers' and/or coaches' performance.

## **SECTION 2**

**Rules Committee** - The League Vice President shall recruit and enlist a Rules Committee consisting of three (3) to five (5) members. The Chair of the rules committee shall be the League Commissioner and the Player Agent shall be a member. The committee shall be responsible for annually reviewing the existing Local Rules to ensure that they conform to and do not contradict Little League rules and for making recommendations for Local Rule changes / additions / deletions for subsequent approval by the Board of Directors . The Rules Committee shall develop an official Local Rules document which shall be signed by the League Vice President and distributed to all Managers, the Chief Umpire Committee, and Commissioner.

## **SECTION 3**

**Protest Committee** - The League Vice President shall recruit and enlist a Protest Committee consisting of three (3) to five (5) members. The League Vice President shall be an ex-officio member and the League President shall be the chairperson of the committee. The committee shall meet, as needed, to hear, investigate, discuss and resolve any protested games.

## **SECTION 4**

**Registration Committee** – The Player Agents shall recruit and enlist a Registration Committee consisting of three (3) to five (5) members. The committee shall schedule player registration dates at the direction of the BOD; ensure that facilities are available and reserved for the scheduled dates; work in conjunction with the Website/Communications Committee to effectively and efficiently distribute notification to existing members and to the general public; ensure that adequate staffing is present to register candidates on the scheduled dates; and ensure that needed registration materials are present (registration forms, medical releases, etc.).

## **SECTION 5**

**Skills Evaluation Committee** – The Player Agents shall recruit and enlist a Skills Evaluation Committee consisting of ten (10) to fifteen (15) members. The committee shall schedule player evaluation dates at the direction of the BOD; ensure that facilities are available and reserved for the scheduled dates; work in conjunction with the Communications Committee to distribute notification to all registrants; determine the

best method for evaluating the players and ensure there is adequate staffing available to do so in a timely and accurate manner; collect all data from the evaluations (including those players that failed to attend) and submit the information to the Draft Committee.

## **SECTION 6**

**Draft Committee** – The Player Agents shall recruit and enlist a Player Draft Committee consisting of two (2) to three (3) members. The Player Agent shall serve as the Chair of the Draft Committee. The committee shall collect evaluation information from the Skills Evaluation Committee and compile it into a

format that the team managers can use on draft night; schedule the drafts for each division of play; and supervise the drafts to ensure they follow Local and Little League guidelines.

## **SECTION 7**

**Uniform Committee** – The Player Agents shall recruit and enlist a Uniform Committee consisting of two (2) to three (3) members. The Player Agent shall serve as the Chair of the Uniform Committee. The committee shall solicit quotes from one or more local sporting goods vendors. The committee shall ensure all player uniforms, consisting of a cap and shirt, are made of modern materials, of like materials and quality to ensure uniformity for all teams. The Uniform Committee Chair shall negotiate a “best” price to meet the League budget.

## **SECTION 8**

**All Star Committee** – The All-Star Player Agent shall recruit and enlist an All Star Committee consisting of three (3) to five (5) members. The All-Star Player Agent shall serve as the Chair of the All Star Committee. The committee shall solicit votes from managers for players who will represent the League on post season All-star teams. The committee shall be responsible for purchasing practice caps and shirts and game uniforms (cap, shirt, pants, belt, socks, and helmet). The committee shall ensure all player uniforms are made of modern materials of like materials and quality to ensure uniformity for all teams. The Uniform Committee Chair shall negotiate a “best” price to meet the League budget. The committee shall be responsible for developing, ordering, and purchasing the All-star banners and coordinating with the Vice President – Facilities to ensure banners are hung at the League’s facilities.

## **SECTION 9**

**Facilities/Appearance Committee** - The Vice President - Facilities shall recruit and enlist a Facilities/Appearance Committee consisting of three (3) to five (5) members. The Vice President-Facilities shall be an ex-officio member of the committee. The committee shall investigate and recommend available, suitable sites and plans for development and field expansion. It shall be responsible for repair and improvement recommendations, other than normal maintenance, and supervise the performance of approved projects. The committee shall be responsible for the care and

maintenance of the playing fields, buildings and grounds. It shall operate within the amount appropriated in the approved budget for that purpose.

The committee shall also be responsible for identifying means to improve the “look” of the entire complex and facilities. The committee shall be responsible for the continued care and aesthetic improvement of the buildings and grounds and shall work hand in hand with the Facilities Committee to do so. It shall operate within the amount appropriated in the approved budget for this purpose.

## **SECTION 10**

**Equipment Committee** - The Vice President - Facilities shall recruit and enlist an Equipment Committee consisting on two (2) to three (3) members, which shall secure bids on needed baseball and softball supplies and equipment and make recommendations for their purchase to the BOD. The Vice President - Facilities shall be an ex-officio member of the committee. The committee shall be responsible for the proper issuance of such supplies and equipment and for the repair, cleaning, return and storage thereof at the close of the season.

## **SECTION 11**

**Chief Umpire Committee** – The Little League Commissioners shall recruit and enlist a Chief Umpire Committee consisting of one (1) to three (3) members which shall:

- (a) Plan and administer the Umpire Clinic for volunteer umpires.
- (b) Provide Local Rules to the paid Umpire Organization.
- (c) Coordinate the game schedule with the paid Umpire Organization.
- (d) Coordinate with Scheduling Committee and Commissioners with the scheduling of paid and volunteer umpires for games
- (e) Recruit and enlist volunteer umpires as needed for games;
- (f) Field complaints and address issues regarding problems with paid and/or volunteer umpires.
- (g) Observe the performance of umpires during the season and make suggestions for improvement as necessary.
- (h) In coordination with the League Commissioners and President, develop and execute a written agreement with the paid Umpire Organization(s).

## **SECTION 12**

**Scheduling Committee** - The Vice President - Operations shall recruit and enlist a Scheduling Committee consisting of one (1) to two (2) Members, one of which shall be the Website/Communications Committee Chair. The committee shall be responsible for creating schedules for team practices, games, field maintenance, and Town and Country parking lot duty.

## **SECTION 13**

**Concessions Committee** - The Vice President - Operations shall recruit and enlist a Concessions Committee of three (3) to ten (10) members. This committee shall be responsible to verify proper staffing

is scheduled and working, supplies are purchased and stocked as needed, and supervising the operation of the concession stand to maximize revenue and profit.

#### **SECTION 14**

**Activities Committee** - The Vice President - Operations shall recruit and enlist an Activities Committee consisting of three (3) to five (5) members. The committee shall be responsible for planning, organizing and supervising all special events – including, but not limited to, Opening Day, Picture Day, Family Fun Day, Championship Day / Closing Ceremonies, Camps, Clinics, etc.

#### **SECTION 15**

**Website/Communications Committee** – The League Information Officer shall recruit and enlist a Website/Communications Committee consisting of two (2) to three (3) members. The committee shall be responsible for posting all appropriate information on the website; researching methods to improve search engine response for the league website; continually updating the website with game scores, schedules, upcoming events and notices to the membership.

The committee shall also be responsible for the production of all written material (registration flyers, mailers, newsletters) and dissemination to league members and the general public within the community. The Committee shall investigate methods for improving the distribution of news and information about the League through the website, electronic mail, and other methods.

#### **SECTION 16**

**Team Sponsor Committee** – The Vice President – Fundraising I shall recruit & enlist a Team Sponsor Committee consisting of two (2) to (3) members. The committee shall be responsible to educate teams on the requirements of team sponsorships; assist teams in finding sponsors if necessary; following up to ensure that sponsors' fees are collected and sponsor names are printed on uniforms; order appreciation plaques for sponsors and ensure that they are distributed to the sponsor at the end of the season.

#### **SECTION 17**

**Fundraising Events Committee** – The Vice President – Fundraising II shall recruit and enlist a Fundraising Events Committee consisting of three (3) to four (4) members. The committee shall come up with voluntary fundraising ideas / programs for the membership to participate in to raise money for specific projects (bathrooms, etc.) as directed by the BOD; organize and educate teams on league goals and how to participate in meeting them; supervise the implementation of the fundraising program, encourage participation and collect funds raised.

#### **SECTION 18**

**Sign Sponsor Committee** – The Vice President – Fundraising I shall recruit and enlist a Sign Sponsor Committee consisting of two (2) to three (3) members. The committee shall set goals for sign sales; educate and encourage teams to sell sign sponsorships to businesses they know; sell sign sponsorships to area businesses, call on or send renewal letters to existing sign sponsors each year; collect money for sign sales and renewals; order new signs and have them placed on outfield fences in coordination with the Vice President - Facilities; maintain, repair or replace existing signs as needed.

## **SECTION 19**

**Corporate Sponsor Committee** – The Vice President – Fundraising I shall recruit and enlist a Corporate Sponsor Committee consisting of two (2) to four (4) members. The committee shall brainstorm on to find, apply for and receive corporate grants and donations; send letters to local businesses requesting aid for specific projects; and complete on-line grant and sponsorship applications for large businesses.

## **SECTION 20**

**Yearbook Committee** - The Vice President - Fundraising II shall recruit and enlist a Yearbook Committee consisting of three (3) to five (5) members. The Committee shall be responsible for publishing the league's annual directory / yearbook. Responsibilities include the sale of yearbook ads to cover the cost of publishing; collection of all data for the yearbook and directory, including team information, player information, directory information, pictures and ads; placement and design of all information into a book format; printing and distribution of the yearbook to the membership.

## **SECTION 21**

**Finance Committee** - The Treasurer shall recruit and enlist a Finance Committee consisting of three (3) to five (5) members. The Committee shall be responsible for assisting the Treasurer in developing a budget. The Committee shall also be responsible for assisting the Treasurer in monitoring the budget and the League's finances.

# **ARTICLE X - AFFILIATION**

## **SECTION 1**

**Charter** - The Local League shall annually apply for a charter from Little League Baseball and Softball, 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 2**

**Rules and Regulations** - The Official Playing Rules and Regulations as published by Little League Baseball and Softball, Incorporated, Williamsport, Pennsylvania, shall be binding on this Local League.

### **SECTION 3**

**Local Rules, Ground Rules and/or Bylaws** - The local rules, ground rules and/or bylaws of this Local League shall be adopted by the Board of Directors at a meeting to be held not less than one month previous to the first scheduled game of the season, but shall in no way conflict with the Rules, Regulations and Policies of Little League Baseball and Softball, 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 fiscal year, and are not considered part of this Constitution. (See Article XI, Section 7 for fiscal year of this league.)

## **ARTICLE XI - FINANCIAL AND ACCOUNTING**

### **SECTION 1**

**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 2**

**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 3**

**Solicitations** - The Board shall not permit the solicitation of funds in the name of Little League Baseball and Softball unless all of the funds so raised be placed in the Local League treasury.

### **SECTION 4**

**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 and Softball, Incorporated. All disbursements shall be made by check. 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 5**

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

## **SECTION 6**

**Deposits** - All monies received, including Auxiliary Funds, shall be deposited to the credit of the Local League in/at Wells Fargo Bank or any other bank approved by the board of directors.

## **SECTION 7**

**Fiscal year** - The fiscal year of the Local League shall begin on October 1 and shall end on September 30. *(Note: The above fiscal year must be chosen if the Local League intends to qualify under the Little League Baseball and Softball, Incorporated, Group Tax ID Number.)*

## **SECTION 8**

**Distribution of Property upon Dissolution** - Upon dissolution of the Local League and after all outstanding debts and claims have been satisfied, the Members shall direct the remaining property of the Local League to another Federally Incorporated entity which maintains the same objectives as set forth in Article II of this Constitution, which are or may be entitled to exemption under Section 501(c)(3) of the Internal Revenue Code or any future corresponding provision.

**ARTICLE XII - AMENDMENTS**

This Constitution may be amended, repealed or altered in whole or in part by a majority vote at any duly organized meeting of the Members provided notice of the proposed change is included in the notice of such meeting.

Draft of all proposed amendments shall be submitted to Little League Baseball and Softball, Incorporated, for approval before implementation.

This Constitution was approved by the General Membership of Bull City Little League at the General Meeting held on October 2017.

Brett M. Dippolito

10/2018

President's Name  
Date

\_\_\_\_\_

President's Signature

1558173

3330608

Little League ID No.

56-

Federal ID No.

**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-approved copy) is the official Constitution of this Local League.**



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



