

# CHARTER 428-01-07

## RENO AMERICAN LITTLE LEAGUE

### CONSTITUTION

#### ARTICLE I -- NAME

This organization shall be known as the Reno American Little League. Reno American Little League shall hereinafter be 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 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 Baseball, 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 that 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 incur 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 affect 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 and who resides within the authorized boundaries of the Local League shall be eligible to compete for participation but shall have no rights, duties or obligations in the management or in the property of the Local League.

**(b) Regular Members.** Any person actively interested in furthering the objectives of the Local League may become a Regular Member upon election as hereinafter provided. Regular Members of the Local 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) Board Members.** Any Regular Member of the Local League, in good standing may become a Board Member upon election as hereinafter provided. Only Board Members in good standing are eligible to vote at Local League meetings. Majors Division Coaches are recommended to serve on the

Board.

**(d) Officers.** Any Board Member may be elected to an office of the Executive Board which shall consist of not less than three (3) nor more than nine (9) Members, one of whom shall be the President of the Local League. Executive Board Members shall be elected by a majority vote of the Board of Directors.

**(e) Note:** As used hereinafter, Board Member shall mean a member of the Board of Directors unless otherwise stated. Also, as used hereinafter, the word Member shall mean a Regular Member unless otherwise stated.

### **Section 3. OTHER AFFILIATIONS.**

**(a)** Members, whether Player, Regular or Board, shall not be required to be affiliated with another organization or group to qualify as a member of the Local League.

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

### **Section 4. SUSPENSION OR TERMINATION.**

Membership may be terminated by resignation or action of the Board of Directors.

**(a)** The Board of Directors, by a two-thirds vote of those present at any duly constituted meeting, shall have the authority to discipline, suspend or terminate the membership of any Member of any class when the conduct of such person is considered detrimental to the best interests of the Local League and/or Little League Baseball.

The Member involved shall be notified of such meeting, informed of the general nature of the charge(s) and be given an opportunity to appear at the meeting to answer said charge(s).

**(b)** The Board of Directors shall, in the case of a Player Member, give notice to the manager of the team of which the player is a member. Said manager shall appear, in the capacity of an advisor, with the player before a duly appointed committee of the Board of Directors, which shall have full power to suspend or revoke such player's right to future participation.

## **ARTICLE IV -- DUES**

**Section 1.** Dues for Regular Members may be fixed at such amounts, as the Board of Directors shall determine prior to the beginning of any membership period.

**Section 2.** Members who fail to pay their dues within thirty (30) days from the time the same became due may, by vote of the Board, be dropped from the rolls and shall forfeit all rights and privileges of membership.

**Section 3.** A reasonable Little League participation fee may be assessed as a parent obligation to assure the operational continuity of the Local League.

## **ARTICLE V -- MEETINGS**

### **Section 1. ANNUAL MEETING.**

The annual meeting of the Local League shall be held on the first (1<sup>st</sup>) Thursday of October at 7:00 p.m. each year for the purpose of electing a Board of Directors, receiving reports, appointing committees, and for the transaction of 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 list from the Nominating Committee, verified by the President and Secretary, or by a majority of the Directors, of eligible candidates for the Board of Directors for the ensuing year.

(b) At the Annual Meeting, the Members shall determine the Number of Board Members to be elected for the ensuing year and shall elect such number of Board Members. The number of Board Members shall not be less than fifteen (15). All elections of Board of Directors shall be by majority vote of the nominated candidates present, in accordance to **Article VIII Section 1**.

(c) After the Board of Directors is elected, the Board Members shall meet to elect officers. 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, Equipment Manager, and a Safety Officer. Only volunteer umpires may be elected to the Board.

(d) The Board Members shall, upon election, immediately enter upon the performance of their duties and shall continue in office until their successors have been duly elected and qualified.

**Section 2. NOTICE OF MEETING.**

Notice of each meeting with an agenda shall be mailed or otherwise delivered to each Board Member at the last recorded address at least ten (10) day in advance thereof, setting forth the place, time and purpose of the meeting: or, in lieu thereof, notice may be given in such form as may be authorized by the Board Members, from time to time, at a regularly convened meeting.

**Section 3. SPECIAL MEETINGS.**

Special meetings of the Board may be called by the Board of Directors, or by the Secretary or President at their discretion. Upon the written request of then ten (10) Board Members, the President shall call a special meeting to consider a specific subject. No business other than that specified in the notice of the meeting shall be transacted at any special meeting of the Board. Notice of each meeting shall be given, by the Secretary, to each Board Member either by mail at least three (3) days before the time appointed for the meeting to the last recorded address of each Board Member, or by telephone or telegraphic or personal notice twenty-four (24) hours preceding the meeting.

**Section 4. QUORUM.**

At the Annual Meeting and all board meetings, a quorum must be present to the meeting. For the Annual Meeting, 25 percent of regular members shall constitute a quorum. For board meetings, 25 percent of the board members shall constitute a quorum.

**Section 5. VOTING.**

Excluding the election of the Board of Directors at the Annual Meeting, only Board Members shall be entitled to vote at any meeting of the Local League.

**Section 6. ABSENTEE BALLOT.**

**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 by any individual who is a member, as defined in Article III - Membership. 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. RULES OF ORDER.**

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. Parliamentary procedure shall govern the proceedings of all meetings, except where same may conflict with the Constitution or bylaws of the Local League. The standard order of business for the Local League shall be as follows:

- (a) Meeting Chairperson shall call the meeting to order.
- (b) Approval of the minutes.
- (c) Public comment
- (d) Reports from Officers and standing committees.
- (e) Reports from special committees.
- (f) Unfinished business and new business.
  - 1. A Member rises and addresses the Meeting Chairperson for recognition.
  - 2. The Member is recognized by the Meeting Chairperson.
  - 3. The Member proposes a motion.
  - 4. Another Member must second the motion.
  - 5. The Meeting Chairperson states the motion.
  - 6. The motion can now be discussed and debated. The Meeting Chairperson must recognize members who would like to discuss the motion before speaking. The Meeting Chairperson must be sure the discussion is confined to the question that is before the group.
  - 7. After discussion and debate the Meeting Chairperson takes the vote on the motion. Voting can be done by voice, show of hands, or ballot.
  - 8. The Meeting Chairperson announces the result of the vote.
  - 9. The floor is now open for another motion.
- (g) Adjournment.

**ARTICLE VI -- BOARD OF DIRECTORS**

**Section 1. BOARD AND NUMBER.**

The management of the property and affairs of the Local League shall be vested in the Board of Directors. The number of Board Members shall not be less than fifteen (15) or more than forty (40), as per **Article V Section 1 (b)**. The Board Members shall, upon election, immediately enter upon the performance of their duties and shall continue in office until their successors have been duly elected and qualified.

**Section 2. ANNUAL ELECTION AND TERM OF OFFICE.**

At the annual meeting, the Members shall determine the number of Board Members to be elected for the ensuing year and shall elect such number of Board Members. The number so fixed may, within the limits prescribed by the foregoing Section 1, be increased at any regular or special meeting of the Board. If the number is increased, the additional Board Members may be elected at the meeting at which the increase is voted, or at any subsequent meeting. All elections of Board of Directors shall be by majority vote of all the Members present.

**Section 3. DUTIES AND POWERS.**

Each Board Member is the representative of Reno American Little League and is authorized and required to understand and enforce the Rules and Regulations of Little League. They are responsible to take precautions to prevent protests and assure fair play. Each Board Member shall demonstrate by example that they respect the judgment and the position of authority of the umpire. Their conduct

must always be above reproach. In addition, all Board Members are expected to meet the following responsibilities:

- (a) Attend in person, eight (8) of the twelve (12) monthly Board Meetings.
- (b) Serve on at least one active committee.
- (c) Assist in person with two (2) of the three (3) field maintenance workdays.
- (d) Assist in person with one (1) of the three (3) league fundraising events.
- (e) Serve one week as the league's field representative at Regular Season games.
- (f) Assist in person at all Local League hosted tournaments.

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

The Board shall have the power by a two-thirds vote of those present at any regular or special meeting to discipline, suspend or remove any Member, Board Member, Officer or Committee Member of the Local League in accordance with the procedure set forth in ARTICLE III, Section 4 (a).

The Membership shall receive at the Annual Meeting of the Local League a report verified by the President and Treasurer, or by a majority of the Board Members, showing the whole amount of real and personal property owned by the Local League, where located, and where and how invested, the amount and nature of the property acquired during the year immediately preceding, the date of the report and the manner of the acquisition; the amount applied, appropriated or expended during the year immediately preceding such date, and the purposes, objects or persons to or for which such applications, appropriations or expenditures have been made; and the names and place of residence of the persons who have been admitted to the membership in the Local League during such year, which report shall be filed with the records of the Local League and an abstract thereof entered in the minutes of the proceedings of the Annual Meeting.

A copy of such report shall be forwarded to Little League Headquarters.

**Section 4. 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 Board Members at any regular meeting or at any special meeting called for that purpose.

**Section 5. MEETINGS, NOTICE AND QUORUM.**

Regular meetings of the Board of Directors shall be held immediately following the annual election and on such days thereafter as determined by the Board. Notice of each meeting with an agenda shall be mailed or otherwise delivered to each Board Member at the last recorded address at least ten (10) day in advance thereof, setting forth the place, time and purpose of the meeting: or, in lieu thereof, notice may be given in such form as may be authorized by the Board Members, from time to time, at a regularly convened meeting. At any Board of Directors meeting, the presence in person of one fourth (25 percent) of the Board Members, of which two (2) must be Executive Board Members, shall constitute a quorum. Note: Special Meetings shall be in accordance with the procedure set forth in ARTICLE V, Section 3.

## **ARTICLE VII -- PROTEST COMMITTEE**

**Section 1.** The Board of Directors may appoint a Protest Committee, which shall consist of seven (7) Board Members, two (2) of whom shall be the President and a Player Agent of the Local League. Of the five (5) remaining Committee Members, three (3) shall not be managers, coaches or umpires.

The Committee shall hear and resolve game protests in accordance with Little League Baseball Official Regulations and Playing Rules, Section 4.19.

## **ARTICLE VIII -- COMMITTEES**

### **Section 1. NOMINATING COMMITTEE.**

The Local League President, with the approval of the Board of Directors, shall appoint a Nominating Committee by March 1st, consisting of seven (7) Board Members. The Committee shall investigate and consider eligible applicants and submit at the Annual Meeting a slate of candidates for the Board of Directors. The Committee shall follow the Local League Election Procedures as hereinafter provided. The Nominating Committees purpose is to ensure that there will be enough persons interested in being on the Board of Directors to fill all possible positions. Its purpose is not to limit the potential number of nominees.

- (a) Any Regular Member in good standing may submit an application for appointment to the Board of Directors no later than July 31 for the ensuing year.
- (b) The President shall determine if a quorum is present. See Article V Section 4.
- (c) Once quorum is established, it shall be determined how many members are to be elected to the Board of Directors, in accordance with Article VI Section 1.
- (d) After the number of Directors to be elected has been determined, the Nominating Committee shall submit its report of nominated applicants. Applicants are nominated by a majority vote of the Nominating Committee.
- (e) After the Nominating Committee's report is accepted, the nominations shall be opened to the floor and any regular member may nominate another regular member as a candidate for election to the Board of Directors.
- (f) After the membership present has completed their efforts to nominate additional members, the nomination procedure shall be closed by affirmation of the membership.
- (g) The Nominating Committee shall submit a list of incumbent Board Members along with their affiliation to the Local League, i.e.; coach, manager, parent or volunteer, who are in good standing for re-election to the Board. Any nominee may object to the re-election of one or more incumbent members followed by open discussion of the objection. Incumbent Board Members, without objection, shall be re-elected to the Board by a majority vote of all the nominated members. Only nominated candidates are eligible to vote. If a majority vote is not in favor of re-election, all incumbent Board Members shall be placed on the election ballot with all nominated candidates.
- (h) Every re-elected Board Member and nominee shall receive one ballot and will list names of eligible candidates along with their affiliation to the Local League, ie; coach, manager, parent or volunteer, and the remaining number to be elected determined previously in the meeting.
- (i) The Secretary shall gather and count the ballots. The total number of ballots shall be no more than the number of nominees and re-elected Board Members present.
- (j) The persons in the number specified to be elected who have the highest number of votes by a majority vote (51 percent or more) shall become a new Board of Director. The only exception is the number of managers and coaches elected to the Board should be a minority.

**(Little League Regulation 1 (b))**

**(k)** Following the election, the Board shall meet as a body and elect the officers of the Board from within the membership of the Board.

**(l)** The Secretary of the Board, as the first official responsibility, shall notify Little League Headquarters, the Regional Director and the District Administrator of the election and the identity of the officers so proper communications may commence with the new Board of Directors on or after October 1.

**Section 2. FIELD AND MAINTENANCE COMMITTEE.**

The Board of Directors may appoint Field and Maintenance Committee consisting of three (3) Board Members and other appointed Members.

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. The Committee shall operate within the amount appropriated in the approved budget for that purpose.

**Section 3. 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 4. MANAGERS COMMITTEE.**

The Board of Directors may appoint a Managers Committee consisting of three (3) Board Members.

The Committee shall interview and investigate prospective managers and coaches, including those of the Minor League teams and recommend acceptable candidates by Jan 1st. to the President for appointment and subsequent approval of 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 5. UMPIRE COMMITTEE.**

The Board of Directors may appoint an Umpire Committee consisting of the Local League President as chairperson, three (3) Board Members and other appointed Members.

The Committee shall recruit, interview and recommend to the Board for appointment a staff of

umpires, including a chief umpire and any replacements.

When appointed, the staff of umpires shall be under the personal direction and responsibility of the Local League President, assisted by the Umpire-in-Chief who shall train, observe and schedule the staff.

**Section 6. DISTRICT COMMITTEE.**

The Board of Directors may appoint a District Committee consisting of the Local League President as chairperson and two (2) other Board Members.

The Committee shall assist the District Administrator in inter-league district functions including the selection of members of the District Administrator's Advisory Committee and the selection of tournament sites and tournament directors.

**Section 7. FUNDRAISING COMMITTEE.**

The Board of Directors may appoint an Fundraising Committee consisting of the Local League Treasurer, two (2) other Board Members and other appointed Members.

The Committee shall coordinate fundraising activities.

It shall review and evaluate fundraising projects for raising money and disposition of profits, and make recommendations to the Board.

The Board of Directors shall approve in advance all projects and actions of the fundraising committee.

**Section 8. FINANCE COMMITTEE.**

The Board of Directors may appoint an Finance Committee consisting of three (3) Board Members. The President, Treasurer or signatories of check are not eligible.

The Committee will review the Local League books and records annually prior to the annual meeting and attach a statement of their 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 9. LITTLE LEAGUE CHILD PROTECTION PROGRAM**

The Board of Directors may appoint a Little League Child Protection Program Committee consisting of four (4) Board Members and the League Vice President. The committee will be responsible for the following:

- a) Collect the information required by Little League National (currently the Little League Volunteer Application and a photocopy of a Government Issued ID) for each volunteer who provides regular service to the league and/or has repetitive access to, or contact with, players or teams.
- b) Summarize the collected information and submit the summarized information to the State of Nevada, Department of Public Safety (or acceptable alternative) to be checked against the Sex Offender Registry (SOR) maintained by the state of Nevada. It is required that all volunteers that meet the above guidelines will have their information checked against the SOR prior to assuming their role as a Little League Volunteer.
- c) Communicate the requirements of the Little League Child Protection Program to the Board,

- Managers, Coaches and Volunteers and stress the importance of strictly adhering to the program.
- d) Maintain and provide to the League President an updated list of names of persons whose names have been checked against and do not appear on the SOR.
  - e) Provide the League President with all Little League Volunteer Applications, which will be kept at a minimum for the duration of the applicant's service to the League for that year.
  - f) Submit any new names and pertinent information to the State for cross check with the SOR and provide the individual requesting the information with the results within 7 days of the date the committee or member thereof received all the required information in a legibly manner.
  - g) Periodically check team practices and games to verify that all adults involved with the practice or games have been checked against the SOR.
  - h) Ensure that no person is permitted to participate in the League in any manner, whose name appears on the SOR or if a background check is done, that check reveals a conviction for any crime involving or against a minor.

## **ARTICLE IX -- OFFICERS, DUTIES AND POWERS**

### **Section 1. ELECTION.**

Immediately following the Annual Meeting, provided there be a quorum, the Board of Directors shall meet for the purpose of electing Officers and appointing Committees for the ensuing year.

### **Section 2. OFFICERS.**

The Officers of the Local League shall consist of a President, one or more Vice-Presidents, a Treasurer, a Secretary, one or more Player Agents, an Equipment Manager, communications officer, umpire in chief, and a Safety Officer, all of whom shall hold office for the ensuing year or until their successors are duly elected.

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, and may fill any vacancy which may occur in any office. 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 3. 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, 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 as circumstances warrant.
- (g) Prepare and submit an annual budget to the Board of Directors and be responsible for the

execution thereof.

- (h) With the assistance of the Player Agent(s), examine the application and support proof-of-age documents of every player candidate and certify to residence and age eligibility before the player may be accepted for tryouts and selection.

#### **Section 4. VICE-PRESIDENT.**

In case of the absence or disability of the President, and provided he is authorized by the President or the Board so to act, the Vice-President shall perform the duties of the President, and when so acting, shall have all the powers of that office, and shall have such other duties as from time to time may be assigned by the Board of Directors or by the President.

In addition, the regular duties of the vice president(s) shall include:

- a) Create the opening day schedule. Coordinate and oversee opening day activities.
- b) Prepare the league season/playoff schedule and team playing schedule.
- c) Assist with the preparation of the annual calendar.
- d) Implementation and updating of required volunteer positions, presenting them before the board for approval.
- e) Oversee and manage registration process.
  - a. Be responsible for preparing and distributing sign-up flyers.
  - b. Conduct registration signups.
  - c. Assist player agent as needed.
- f) 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.
- g) Assist with all star selection process.

#### **Section 5. 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 may be assigned by the Board of Directors.
- (c) Maintain a list of all Regular, Board and Committee Members and give notice of all meetings of the Local League, the Board of Directors and the Committees.
- (d) Keep the minutes of the meetings of the Members or the Board of Directors 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 meetings and shall be responsible for carrying out all orders, votes and resolutions not otherwise committed.
- (f) Notify Members, Board Members, Officers and Committee Members of their election or appointment.

#### **Section 6. TREASURER.**

The Treasurer shall:

- (a) Perform such duties as herein specifically 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, including the Fundraising Committee, approve all payments from allotted funds and draw checks therefore in agreement with the policies established in advance of such actions by the Board of Directors. All disbursements by check/debit over \$200 must have dual signatures and/or advanced approval.
- (d) Prepare an annual budget, under 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.
- (f) Maintain, update and distribute league accounting procedures (disbursements, deposits, etc.)

**Section 7. PLAYER AGENTS.**

The Player Agent(s) 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 checking residence and age eligibility.
- (c) Conduct the player auction or 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 Headquarters, team rosters, including player's claim, and the tournament team eligibility affidavits.
- (f) Notify Little League Headquarters of any subsequent player replacements or trades.

**Section 8. EQUIPMENT MANAGER.**

The Equipment Manager shall:

- (a) Secure bids on needed supplies and equipment and make recommendations for their purpose to the Board.
- (b) 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 9. 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.
- (b) Develop and implement a plan for increasing safety of activities, equipment and facilities through education, compliance and reporting.
- (c) NOTE: In order to implement a safety plan using education, compliance and reporting, the following suggestions may be utilized by the Safety Officer:
  - Education - Should facilitate meetings and distribute information among participants including players, managers, coaches, umpires, league officials, parents, guardians and other volunteers.
  - Compliance - Should promote safety compliance leadership by increasing awareness of the safety opportunities that arise from these responsibilities.
  - 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 10. COMMUNICATIONS OFFICER**

The Communications Officer shall:

- (a) Give notice, of all regular board meetings to the Board of Directors, and the local league

- in coordination with the secretary.
- (b) Responsible for any communication between the Board of Directors and the league.
- (c) Coordinates league program & schedules with league president
- (d) Manage the league web site to include the following: Registration Notices and Forms access, Safety Notices and Forms access (including Code of Conduct), and Email notices to membership.
- (e) Current Schedules and Scoring for all Divisions
- (f) Timely notification of league information

**Section 11. UMPIRE IN CHIEF**

The Umpire-in-Chief Shall:

- (a) Perform duties as specifically set forth and such duties, which may be assigned by the President or the Board of Directors.
- (b) The Umpire-in-Chief shall also in coordination with the Field Commissioner, Safety Officer, and Equipment Manager to maintain the safety of the fields, equipment and playing conditions..
- (c) Be responsible for recruiting, evaluating, training and selection of all umpires.
- (d) Responsible for administrating the umpire organization including youth umpires and the direction of junior coordinators. Oversees all Umpire related content for the league website Umpire section to be sure information is accurate and useful.
- (e) Be responsible for ascertaining and assuring that all playing operations are conducted in accordance with the rules and regulations of the Local League and Little League Baseball, Inc.
- (f) Representing the Local League at all District umpire meetings and report back to the board.
- (g) Communicating new rulings to the RALL Board, Umpires, Managers and Coaches.
- (h) Coordinate with Equipment Manager to insure that the proper uniform in code and safety is provided to all umpires.

**ARTICLE X -- AFFILIATION**

**Section 1. CHARTER.**

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 2. RULES AND REGULATIONS.**

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

**Section 3. LOCAL LEAGUE RULES.**

The local rules 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 and Regulations of Little League Baseball, Incorporated.

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

**Section 1.** The Board of Directors shall decide all matters pertaining to the finances of the Local League, and it shall place all income including Fundraising funds in a common League treasury, directing the expenditure of same in such manner as will give no individual or team an advantage over those in competition with such individual or team.

**Section 2.** The Board of Directors shall not permit the contribution of funds to individual teams but shall solicit same for the common treasurer of the Local League, thereby to discourage favoritism among teams and to endeavor to equalize the benefits of the Local League.

**Section 3.** The Board of Directors shall not permit the solicitation of funds in the name of Little League Baseball unless all of the funds so raised are placed in the Local League treasury.

**Section 4.** The Board of Directors shall not permit the disbursement of Local League funds for other than the conduct of Little League activities in accordance with the rules and policies of Little League Baseball, Incorporated.

**Section 5.** No Directors, 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.** All monies received, including Fundraising Funds, shall be deposited to the credit of the Local League in an FDIC Insured Bank (Wells Fargo) and all disbursements shall be made by check. The Local League Treasurer shall sign all checks and such other Officer(s) or person(s) as the Board of Directors determine.

**Section 7.** The fiscal year of the Local League shall begin on the first day of October and shall end on the last day of September.

### **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 distribute the property of the Local League to such other **Federally Incorporated** entity maintaining an objective similar to that set forth herein, which is 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 General Membership provided such 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, Incorporated, for approval.

