

Trumbull Little League Constitution

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*American League Charter #2070216
National League Charter #2070217*

Trumbull Little League
P.O. Box 241
Trumbull, CT 06611

Trumbull Little League Constitution

ARTICLE I - NAME

Trumbull Little League (hereafter TLL), Trumbull, Connecticut is organized under the authority of Little League Baseball Inc. of Williamsport, PA.

ARTICLE II - OBJECTIVE

SECTION 1

The objective of TLL shall be to instill 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.

TLL strives to provide quality baseball and softball programs for its participants. Participants include players, coaches, parents, spectators, and all the volunteers who contribute their time to run the program.

SECTION 2

To achieve this objective, TLL will provide a supervised program under the Rules and Regulations of Little League Baseball, Incorporated. All Officers, Directors, and participants 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 §501(c) (3) of the Federal Internal Revenue Code, TLL 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 TLL 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 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) **General Members.** Any Board of Director, Manager, Coach, Volunteer Umpire, or current adult volunteer who has completed a Volunteer application and is recognized by the TLL Board of Directors as a current volunteer will have voting rights at the open Annual meeting.

(c) **Regular Members.** Any adult person actively interested in furthering the objectives of Trumbull Little League may become a Regular Member upon election and payment of dues as hereinafter provided. Regular Members may be issued a card numbered in sequential order annually. 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.

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 TLL
- (b) Regular Members should not be actively engaged in the promotion and/or operation of any other baseball/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 TLL 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 (quorum is required).

ARTICLE IV - DUES FOR REGULAR MEMBERS (NOT PLAYERS)

SECTION 1

Dues for Regular 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 Regular Members are separate from registration fees for Player Members, which are determined annually by the Board of Directors. If no dues for Regular Membership are collected, Section 2 below does not apply.

SECTION 2

Regular Members who fail to pay their fixed dues within thirty (30) day(s) of application to become a member 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 thirty (30) 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 quarter (25 percent) of the members (as defined in Article III - Membership) 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. The Annual Meeting of Trumbull Little League shall be held prior to November 30th and the date scheduled at least 30 days in advance for the purpose of electing the Executive Board of Directors, providing the "State of the League", and for the transaction of such business as may properly come before the meeting.

- (a) Notice of the Annual meeting to be publicized in the local newspaper, posted on the TLL website and league wide announcement 30 days in advance.
- (b) Board position announcement (open opportunities) shall be placed on the TLL website beginning at least 45 days prior to the Annual Meeting date and candidate applications to the Nominating Committee at least 30 days prior to the annual meeting.
- (c) The Membership shall receive at the Annual Meeting of the Members of TLL a report, verified by the President and Treasurer, or by a majority of the Directors, showing:

- a. The condition of the Local League, to be presented by the President or his/her designee;
 - b. A general summary of funds received and expended by TLL for the previous year, the amount of funds currently in possession of TLL, and the name of the financial institution in which such funds are maintained.
- (d) At the Annual Meeting, the Members shall vote to determine Executive Board of Directors
- a. Proxy voting is permitted.
 - b. Voting by e-mail is not permitted.
- (e) After the Executive Board of Directors is elected, the Executive Board shall meet to elect the General Board of Directors. Following the election, the Board of Directors shall assume the performance of its duties on December 1st. The Board's term of office shall continue until its successors are elected and qualified under this section.
- (f) The Executive Board of Directors shall include, at a minimum, the President, Vice President, Treasurer, Secretary, one or more Player Agents, a Safety Officer, League Information Officer, Coaching Coordinator, Director of Baseball and Softball Operations.

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 fourteen (14) 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 same conflicts with this Constitution of the Local League.

ARTICLE VI - BOARD OF DIRECTORS

SECTION 1

Authority. This organization shall be governed by Little League Baseball Inc. and TLL Constitution, By-Laws, local rules and policies, and Codes of Conduct. The League shall be run by a Board of Directors consisting of Executive officers and general board members. The annual term of all members is from December 1 through November 30 of the following year.

SECTION 2

Increase in number. The number of Directors is fixed prior to the Annual Meeting. The number may be increased at any General Membership Meeting, Special Meeting of the Members or Board meeting. 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 Executive Directors shall be by majority vote of all Board Members present or represented by a properly executed and signed absentee ballot filed with the Secretary prior to the election meeting.

SECTION 3

Vacancies. A vacancy in the office of the President shall be filled by the Vice President. A vacancy in the office of the Vice President shall be filled by an election of the TLL Board of Directors. A vacancy in any other office shall be appointed by the President, subject to the approval of the TLL Board of Directors. Vacancies shall be filled for the balance of the term. Vacancies 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

Board Meetings, Notice and Quorum. 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 the Secretary may, whenever they deem it advisable, or the Secretary shall at the request in writing of Executive or General Board members, issue a call for a Special Board Meeting. In the case of Special Board Meetings, such notice shall include the purpose of the meeting and no matters not so stated may be acted upon at the meeting.
- (b) Notice of each Board meeting shall be given by the Secretary personally, electronically or by mail to each Director at least two (2) day(s) before the time appointed for the meeting to the last recorded address of each Director.
- (c) Two-thirds (2/3) of eligible voting members of the Board of Directors shall constitute a quorum for the transaction of 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.

SECTION 5

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 TLL 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 TLL in accordance with the procedure set forth in Article III, Section 4 (a, b).

SECTION 6

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

SECTION 7

Voting Policies for the Board of Directors

- (a) Two-thirds of eligible voting Board Members including at least two officers (one of whom shall be the President or Vice President) must be present to be an official meeting.
- (b) Voting will take place at an official Board Meeting.
- (c) To be eligible to vote a Board member must have attended at least 51% of all current term meetings. No proxy votes are permitted.
- (d) All voting, except By-Law changes, shall be by simple majority.
- (e) Any By-Law changes shall be approved by a two-thirds majority vote.
- (f) The President only votes to break a tie.
- (g) Voting shall be by closed ballot at the request of any Board Member.

ARTICLE VII - DUTIES AND POWERS OF THE EXECUTIVE BOARD

SECTION 1

The Executive Board shall meet following the Annual meeting, and on such days thereafter as determined by the Board. The Executive board will meet on a more frequent basis than the General board in order to address day to day operational issues, urgent matters impacting the interests and the management of the league. The Executive board will report back Operational decisions and updates at the monthly General board meeting.

SECTION 2

At any meeting of the Executive Board, 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 3

The terms of office

President	Two (2) year term of office (voting in odd years)
Vice President	Two (2) year term of office (voting in even years)
Secretary	Two (2) year term of office (voting in odd years)
Treasurer	Two (2) year term of office (voting in even years)
Players Agent	One (1) year term of office
Safety Officer	One (1) year term of office
League Information Officer	One (1) year term of office
Coaching Coordinator	One (1) year term of office
Director of Baseball Operations	One (1) year term of office
Director of Softball Operations	One (1) year term of office

SECTION 4

Nominees for the Executive Board position must have served one full term of office as a General Board member. All nominees for the office of President, Vice President, Treasurer, and Secretary must have served one full term of office as an Executive Board member.

SECTION 5

President. The President shall:

- (a) Presides at all meetings of the organization when scheduled.
- (b) Conduct the affairs of TLL and execute the policies established by the Board of Directors.
- (c) Present a report of the condition of TLL at the Annual Meeting.
- (d) Communicate to the Board of Directors such matters as deemed appropriate, and make such suggestions as may tend to promote the welfare of TLL.
- (e) Be responsible for the conduct of TLL 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 TLL by that organization.
- (f) Designate in writing other officers, if necessary, to have power to make and execute for/and in the name of TLL such contracts and leases they may receive and which have had prior approval of the Board.
- (g) Investigate complaints, irregularities and conditions detrimental to TLL and report thereon to the Board or Executive Committee as circumstances warrant.
- (h) Prepare and submit an annual budget to the Board of Directors and be responsible for the proper execution thereof.
- (i) With the assistance of the Player Agent, 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.
- (j) Final responsibility for the qualification of player candidates and league personnel.
- (k) Ensure all background checks and related documentation on all TLL league volunteers are completed, submitted and maintained.
- (l) Represent TLL at District 2 and Town of Trumbull meetings.
- (m) Sign checks in the absence of the treasurer.
- (n) Shall deliver to his/her successor all records of the office by the end of his/her term.

SECTION 6

Vice President. The Vice President shall:

- (a) In the absence of the President, presides at all meetings of the organization when scheduled.
- (b) 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.
- (c) Perform such duties as from time to time may be assigned by the Board of Directors or by the President.
- (d) Sits on the Rules Committee that will be responsible for updating league rules and policy manual.
- (e) Signs checks in the absence of the Treasurer and President.
- (f) Shall deliver to his/her successor all records of the office by the end of his/her term.

SECTION 7

Secretary. The Secretary shall:

- (a) Be responsible for recording the activities of TLL 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, General members and committee members and give notice of all meetings of the Local League, the Board of Directors and Committee.
- (d) Issue membership cards to Regular Members, if approved by the Board of Directors
- (e) 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.
- (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) Notify Members, Directors, Officers and committee members of their election or appointment.
- (h) Shall sign checks in the absence of the treasurer.
- (i) Shall deliver to his/her successor all records of the office by the end of his/her term.

SECTION 8

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 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 TLL, including the approval of all payments from allotted funds and draw checks therefore in agreement with policies established in advance of such actions by the Board of Directors.
- (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.
- (f) Shall preserve all vouchers, receipts, bank statements, and canceled checks of the organization for three years.
- (g) Shall be empowered to sign checks in accordance with Article XI and shall make such arrangements with the bank.
- (h) All checks over \$2,000 shall require the signature of two officers of the league.

SECTION 9

Players Agent. The Player Agent shall:

- (a) Record all transactions and maintain an accurate up-to-date record thereof.
- (b) Receive and review applications for player candidates and assist the President in verifying residence and age eligibility.
- (c) Conduct the tryouts, the player draft, and all other player transactions or selection meetings and/or procedures.
- (d) Prepare the Player Agent's list.

- (e) Handles all Player, Manager/Coach or Parent issues

- (f) Notify Little League Headquarters of any subsequent player replacements or trades.
- (g) Supervises and coordinates the transfer of players to or from the Minor Leagues according to provisions of the regulations of Little League.
- (h) Prepare for the President signature and submission to Little League Headquarters, All-Star team rosters, including players claimed, and the tournament team eligibility affidavit.
- (i) Shall deliver to his/her successor all records of the office by the end of his/her term.

SECTION 10

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 children and all participants of Little League.
- (b) Coordinates all safety activities; ensures safety in player training; ensures safe playing conditions, coordinates reporting and prevention of injuries; solicits suggestions for making conditions safer, and reports suggestions to Little League International through the league President.
- (c) Develop and implement a plan for increasing safety of activities, equipment and facilities through education, compliance and reporting.
- (d) Along with the Equipment/Purchasing Agent, helps determine and ensure that all equipment and fields (backstop, break away bases, etc.) are safe and in accord with Little League guidelines.
- (e) Shall deliver to his/her successor all records of the office by the end of his/her term.

SECTION 11

League Information Officer. 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 the league rosters are uploaded to Little League.
- (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 to Little League Baseball; Incorporated, the district, the public, league members, and the media.
- (g) Serves as primary contact person for Little League and Active Team Sports regarding optimizing use of the Internet for league administration and for distributing information to league members and to Little League Baseball, Incorporated.
- (h) Responsible for coordinating the writing and submitting of articles to local newspapers regarding all league events. Shall review and coordinate, typically with a non-board volunteer, newspaper articles from coaches and managers regarding game results.
- (i) Shall deliver to his/her successor all records of the office by the end of his/her term.

SECTION 12

Coaching Coordinator. 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 and its manager-coach education program for the league.

SECTION 13

Director of Baseball Operations. The Director of Baseball Operations shall:

- (a.) Responsible for the coordination of all activities relating to baseball year round.
- (b.) Coordinates and oversees all League Commissioner Activities.
- (c.) Prepares and proposes a list of all baseball Managers/Coaches for Board approval.
- (d.) Oversees all baseball Manager/Coach activities.
- (e.) Assists the Player Agent (w League Commissioners assistance) in conducting all drafts and/or selection of all baseball teams.
- (f.) Shall report to Players Agent any incident.
- (g.) Coordinates with the Safety Officer and Field Maintenance Director in making sure that all safety issues are addressed.
- (h.) Coordinates with the Coaching Coordinator and the Player Agent to insure that all managers, coaches and players at all levels are receiving proper instruction.
- (i.) Coordinates with the Scheduling Coordinator for scheduling of all practices and games.
- (j.) Coordinates with the Commissioners in executing all national rules and in developing and executing all local rules.
- (k.) Coordinates with the Equipment / Purchasing Director the distribution and collection of all TLL equipment.
- (l.) Responsible for assisting the Master Scheduler for development of regular season schedule, rescheduled games and post season games
- (m.) Assists the Fundraising/Sponsor/Events/Volunteer Director in overseeing all in-season and post season events
- (n.) Assists in coordinating all fall league activities with Coaching Coordinator.
- (o.) Maintain dialogue with managers, coaches, and other support personnel throughout the season to emphasize fairness, skill development, and fun.

SECTION 14

Director of Softball Operations. The Director of Softball Operations shall:

- (a.) Responsible for the coordination of all activities relating to softball year round.
- (b.) Coordinates and oversees all League Commissioner Activities.
- (c.) Prepares and proposes a list of all softball Managers/Coaches for Board approval.
- (d.) Oversees all softball Manager/Coach activities.
- (e.) Assists the Player Agent (w League Commissioners assistance) in conducting all drafts and/or selection of all softball teams.
- (f.) Shall report to Players Agent any incident.
- (g.) Coordinates with the Safety Officer and Field Maintenance Director in making sure that all safety issues are addressed.
- (h.) Coordinates with the Coaching Coordinator and the Player Agent to insure that all managers, coaches and players at all levels are receiving proper instruction.
- (i.) Coordinates with the Scheduling Coordinator for scheduling of all practices and games.
- (j.) Coordinates with the Commissioners in executing all national rules and in developing and executing all local rules.
- (k.) Coordinates with the Equipment / Purchasing Director the distribution and collection of all TLL equipment.
- (l.) Responsible for assisting the Master Scheduler for development of regular season schedule, rescheduled games and post season games
- (m.) Assists the Fundraising/Sponsor/Events/Volunteer Director in overseeing all in-season and post season events
- (n.) Assists in coordinating all fall league activities with Coaching Coordinator.
- (o.) Maintain dialogue with managers, coaches, and other support personnel throughout the season to emphasize fairness, skill development, and fun.

ARTICLE VIII - DUTIES OF THE GENERAL BOARD

SECTION 1

The general board positions include Equipment/Purchasing Director, Umpire-in-Chief (Protest Committee)/Non-Patch Umpire Training, Fundraising/Sponsor, Events/Volunteer Director, Division Commissioners, Field Maintenance Director, Master Scheduler and Director of Challenger Division.

SECTION 2

Any Board Member may hold more than one position in a given year, but never more than three.

SECTION 3

Terms of Office: The terms of the following positions are one year. These positions are appointed annually by the Executive Board

Equipment/Purchasing Director
Umpire in Chief (Protest Committee)/Non-Patch Umpire Training
Fundraising & Sponsors Director
Events & Volunteer Director
Director of Registration
Commissioners (1 per division)

- (U12 Majors Baseball)
- (U10 Baseball)
- (U8 Baseball)
- (5T/ Farm 6 Baseball)
- (U14 Juniors Softball)
- (U12 Majors Softball)
- (U10 Softball)
- (U8 Softball)

Field Maintenance Director
Challenger Program Director
Master Scheduler

SECTION 4

Equipment/Purchasing Director

- (a) Shall oversee the acquisition, storage, distribution, and collection of all league equipment.
- (b) Inventory items for continued use, repair, or disposal.
- (c) Research new acquisitions from multiple vendors for quality, cost, and availability to be approved by the B.O.D.
- (d) Is responsible for all distribution and collection of TLL equipment each year.
- (e) Ensures that all equipment and uniforms comply with approved Little League standards.
- (f) Shall deliver to his/her successor all records of the office by the end of his/her term.

SECTION 5

Umpire-in-Chief

- (a) Shall coordinate selection and supervision of all umpires.
- (b) Oversees assignment of umpires to all games that require them.
- (c) Directs umpire clinics, evaluates individual umpiring performances, and makes recommendations for subsequent recruiting and removal from approved list.
- (d) Also responsible for mediation in protests and other game incidents in accordance with this Constitution, TLL By-Laws and current Little League Baseball, Inc. rulebooks.
- (e) Shall deliver to his/her successor all records of the office by the end of his/her term.

SECTION 6

Fundraising/Sponsor Director. The Fundraising/Sponsorships Director shall:

- (a) Responsible for initiating, organizing, and managing all fundraising activities.
- (b) Develop options for fundraising activity for board approval.
- (c) Develop and coordinate sponsors for all divisions.
- (d) Coordinates with the Treasurer to make sure that all funds are secured.
- (e) Coordinates with league board members and managers, on all fund raising activities.
- (f) Responsible for the Coordinating all sponsorship activities, including but not limited to: in-season team uniforms, signs, concession stand signs, restroom signs, post-season teams, and post-season tournaments.
- (g) Coordinates with the Treasurer to make sure that all sponsorships are paid.
- (h) Coordinates with the equipment director to ensure sponsorship logos are used.
- (i) Coordinates with the Field maintenance Director to make sure correct sponsorship signs are placed on buildings, scoreboards, etc in the park.
- (j) Shall deliver to his/her successor all records of the office by the end of his/her term.

SECTION 7

Events/Volunteer Director. The Events/Volunteer Director shall:

- (a) Assists the Special Events Coordinator in coordinating, planning, and directing all of the Community Day events (end of year thank you to all sponsors).
- (b) Responsible for coordinating, planning, and directing all of the opening day events, Team Pictures and Major League day. Activities include, but are not limited to the following:
 - i) Arrange the games and activities for Major League Day, such as carnival games, bouncy, face painting, etc.
 - ii) Coordinate volunteers to run games and activities.
 - iii) Coordinate funding with the Treasurer.
- (c) Shall deliver to his/her successor all records of the office by the end of his/her term.

SECTION 8

Director of Registration. The Director of Registration shall:

- (a) Manages entry of registration forms and monitoring of on-line registration system.
- (b) Proposes registration timeframe and establishes milestones for each season.
- (c) Determine in-person sessions date and secure central locations to hold event(s).
- (d) Coordinates with the LIO to create press release and date to release to Newspaper, Email, League website and other sources.
- (e) Provides periodic registration update to Board of Directors.
- (f) Provides progress report to each Division Commissioner on current year totals in comparison to previous season totals.
- (g) Provides Family Balances report to Division commissioner.
- (h) Manages the Financial Aid program; reviews requests and proposes needs-based recommendation to President.
- (i) Shall deliver to his/her successor all records of the office by the end of his/her term.

SECTION 9

Commissioner of U12 - Majors Division - Baseball

- (a) Oversees all spring and fall activities in the **U12 - Majors Division**. This includes setting up teams, participation in the league evaluation, coordination of the draft (i.e. development of draft sheets, assist in conducting draft), and creating league rules
- (b) Assisting in planning/running/attending “All hands on deck events,” coaches meetings, player and coaches clinics and all other activities.
- (c) Work with Treasurer to collect all unpaid registration fees.
- (d) Maintain dialogue with managers, coaches, and other support personnel throughout the season to emphasize fairness, skill development, and fun.
- (e) Observe games during the course of the regular season to rate coaches’ mid-season and at the end of the season in preparation for next season.
- (f) Work with Players Agent/Disciplinary committee to handle all parent or player issues.
- (g) Serves as member of the Manager/Coach selection committee for regular season.
- (h) Works with the All-Star Director on the balloting process.
- (i) Assist with All Star player selection and manager/coaches selection
- (j) Collect the Managers scorebooks mid-way through the season to ensure players are getting fair playing time.
- (k) Oversees and helps the Equipment/Purchasing Director coordinate the *distribution of and the return of all TLL equipment*.
- (l) Attend Division Championship games and pass out trophies
- (m) Shall deliver to his/her successor all records of the office by the end of his/her term.

SECTION 10

Commissioner of U10 - Baseball

- (a) Oversees all spring and fall activities in the **U10 Division**. This includes setting up teams, participation in the league evaluation, coordination of the draft (i.e. development of draft sheets, assist in conducting draft), and creating league rules
- (b) Assisting in planning/running/attending “All hands on deck events,” coaches meetings, player and coaches clinics and all other activities.
- (c) Work with Treasurer to collect all unpaid registration fees.
- (d) Maintain dialogue with managers, coaches, and other support personnel throughout the season to emphasize fairness, skill development, and fun.
- (e) Observe games during the course of the regular season to rate coaches’ mid-season and at the end of the season in preparation for next season.
- (f) Work with Players Agent/Disciplinary committee to handle all parent or player issues.
- (g) Serves as member of the Manager/Coach selection committee for regular season.
- (h) Assist with All Star player selection and manager/coaches selection
- (i) Collect the Managers scorebooks mid-way through the season to ensure players are getting fair playing time.
- (j) Oversees and helps the Equipment/Purchasing Director coordinate the *distribution of and the return of all TLL equipment*.
- (k) Attend Division Championship games and pass out trophies
- (l) Shall deliver to his/her successor all records of the office by the end of his/her term.

SECTION 11

Commissioner of U8 - Baseball

- (a) Oversees all spring and fall activities in the **U8 division**. This includes setting up teams and creating league rules
- (b) Assisting in planning/running/attending “All hands on deck events,” coaches meetings, player and coaches clinics and all other activities.
- (c) Work with Treasurer to collect all unpaid registration fees.
- (d) Maintain dialogue with managers, coaches, and other support personnel throughout the season to emphasize fairness, skill development, and fun.
- (e) Observe games during the course of the regular season to rate coaches’ mid-season and at the end of the season in preparation for next season.
- (f) Work with Players Agent/Disciplinary committee to handle all parent or player issues.
- (g) Serves as member of the Manager/Coach selection committee for regular season.
- (h) Assist with All Star player selection and manager/coaches selection (May be asked to be on All Star Committee)
- (i) Serve as Tri-Chairmen for Major League Day
- (j) Oversees and helps the Equipment/Purchasing Director coordinate the *distribution of and the return of all TLL equipment*.
- (k) Shall deliver to his/her successor all records of the office by the end of his/her term.

SECTION 12

Commissioner of 5T / Farm 6

- (a) Oversees all spring and fall activity in **5 Tee Ball and Farm 6 division**. This includes setting up teams and creating league rules
- (b) Assisting in planning/running/attending “All hands on deck events,” coaches meetings, player and coaches clinics and all other activities.
- (c) Work with Treasurer to collect all unpaid registration fees.
- (d) Maintain dialogue with managers, coaches, and other support personnel throughout the season to emphasize fairness, skill development, and fun.
- (e) Observe games during the course of the regular season to rate coaches’ mid-season and at the end of the season in preparation for next season.
- (f) Work with Players Agent/Disciplinary committee to handle all parent or player issues.
- (g) Serves as member of the Manager/Coach selection committee for regular season.
- (h) Serve as Tri-Chairmen for Major League Day
- (i) Oversees and helps the Equipment/Purchasing Director coordinate the *distribution of and the return of all TLL equipment*.
- (j) Shall deliver to his/her successor all records of the office by the end of his/her term.

SECTION 13

Commissioner of U14 - Junior Division - Softball

- (a) Oversees all spring and fall activities in the **U14 - Junior Division**. This includes setting up teams, participation in the league evaluation, coordination of the draft (i.e. development of draft sheets, assist in conducting draft), and creating league rules
- (b) Assisting in planning/running/attending “All hands on deck events,” coaches meetings, player and coaches clinics and all other activities.
- (c) Work with Treasurer to collect all unpaid registration fees.
- (d) Maintain dialogue with managers, coaches, and other support personnel throughout the season to emphasize fairness, skill development, and fun.
- (e) Observe games during the course of the regular season to rate coaches’ mid-season and at the end of the season in preparation for next season.
- (f) Work with Players Agent/Disciplinary committee to handle all parent or player issues.
- (g) Serves as member of the Manager/Coach selection committee for regular season.
- (h) Works with the All-Star Director on the balloting process.
- (i) Assist with All Star player selection and manager/coaches selection
- (j) Collect the Managers scorebooks mid-way through the season to ensure players are getting fair playing time.
- (k) Oversees and helps the Equipment/Purchasing Director coordinate the *distribution of and the return* of all TLL equipment.
- (l) Attend Division Championship games and pass out trophies
- (m) Shall deliver to his/her successor all records of the office by the end of his/her term

SECTION 14

Commissioner of U12 - Majors Division - Softball

- (a) Oversees all spring and fall activities in the **U12 - Majors Division**. This includes setting up teams, participation in the league evaluation, coordination of the draft (i.e. development of draft sheets, assist in conducting draft), and creating league rules
- (b) Assisting in planning/running/attending “All hands on deck events,” coaches meetings, player and coaches clinics and all other activities.
- (c) Work with Treasurer to collect all unpaid registration fees.
- (d) Maintain dialogue with managers, coaches, and other support personnel throughout the season to emphasize fairness, skill development, and fun.
- (e) Observe games during the course of the regular season to rate coaches’ mid-season and at the end of the season in preparation for next season.
- (f) Work with Players Agent/Disciplinary committee to handle all parent or player issues.
- (g) Serves as member of the Manager/Coach selection committee for regular season.
- (h) Works with the All-Star Director on the balloting process.
- (i) Assist with All Star player selection and manager/coaches selection
- (j) Collect the Managers scorebooks mid-way through the season to ensure players are getting fair playing time.
- (k) Oversees and helps the Equipment/Purchasing Director coordinate the *distribution of and the return* of all TLL equipment.
- (l) Attend Division Championship games and pass out trophies
- (m) Shall deliver to his/her successor all records of the office by the end of his/her term.

SECTION 15

Commissioner of U10 - Softball

- (a) Oversees all spring and fall activities in the **U10 Division**. This includes setting up teams, participation in the league evaluation, coordination of the draft (i.e. development of draft sheets, assist in conducting draft), and creating league rules
- (b) Assisting in planning/running/attending “All hands on deck events,” coaches meetings, player and coaches clinics and all other activities.
- (c) Work with Treasurer to collect all unpaid registration fees.
- (d) Maintain dialogue with managers, coaches, and other support personnel throughout the season to emphasize fairness, skill development, and fun.
- (e) Observe games during the course of the regular season to rate coaches’ mid-season and at the end of the season in preparation for next season.
- (f) Work with Players Agent/Disciplinary committee to handle all parent or player issues.
- (g) Serves as member of the Manager/Coach selection committee for regular season.
- (h) Assist with All Star player selection and manager/coaches selection
- (i) Collect the Managers scorebooks mid-way through the season to ensure players are getting fair playing time.
- (j) Oversees and helps the Equipment/Purchasing Director coordinate the *distribution of and the return* of all TLL equipment.
- (k) Attend Division Championship games and pass out trophies
- (l) Shall deliver to his/her successor all records of the office by the end of his/her term.

SECTION 16

Commissioner of U8 - Softball

- (a) Oversees all spring and fall activity in **U8 Division**. This includes setting up teams and creating league rules
- (b) Assisting in planning/running/attending “All hands on deck events,” coaches meetings, player and coaches clinics and all other activities.
- (c) Work with Treasurer to collect all unpaid registration fees.
- (d) Maintain dialogue with managers, coaches, and other support personnel throughout the season to emphasize fairness, skill development, and fun.
- (e) Observe games during the course of the regular season to rate coaches’ mid-season and at the end of the season in preparation for next season.
- (f) Work with Players Agent/Disciplinary committee to handle all parent or player issues.
- (g) Serves as member of the Manager/Coach selection committee for regular season.
- (h) Assist with All Star player selection and manager/coaches selection
- (i) Serve as Tri-Chairmen for Major League Day
- (j) Oversees and helps the Equipment/Purchasing Director coordinate the *distribution of and the return* of all TLL equipment.
- (k) Shall deliver to his/her successor all records of the office by the end of his/her term.

SECTION 17

Field Maintenance Director

- (a) Interface to the Trumbull Parks and Recreation Board pertaining to fields and facilities
- (b) Interface with league approved fields vendor
- (c) Provide recommendations on improvements and capital projects
- (d) Works with appropriate Town Departments (Recreation, Education, and Parks) to determine what fields are available.
- (e) Responsible for coordination with town to determine playability due to weather or other extraordinary conditions.
- (f) Shall coordinate and authorize payment for all work performed on any field.
- (g) Shall deliver to his/her successor all records of the office by the end of his/her term
- (h) Appointed by the TLL BOD annually.

SECTION 18

Commissioner of Challenger Program

- (a) Directs overall coordination and set-up of the Challenger Division.
- (b) Seek direction and support from league/board as required to run the division.
- (c) Shall coordinate TLL team involvement with Challenger Buddy Program.
- (d) Shall deliver to his/her successor all records of the office by the end of his/her term.
- (e) Appointed by the TLL BOD annually.

SECTION 19

Master Scheduler

- (a) Oversight for all Spring, Summer and Fall games, rescheduled games and practice schedules
- (b) Gather all division specific requirements
- (c) Coordinate with the Director of Baseball and Softball for game and practice requirements
- (d) Primary contact for scheduling issues of games and practices
- (e) Submit all Patch umpire requests to the Patch umpire assigner for all Juniors/Majors level games.

ARTICLE VIII – BOARD APPOINTMENTS

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.

ARTICLE IX - OTHER COMMITTEES

SECTION I

Nominating Committee. The President may appoint a Nominating Committee Chairmen and Committee consisting of four (4) Directors. The Committee shall investigate and consider eligible candidates and submit at the Annual Meeting a slate of candidates for the Board of Directors.

SECTION 2

Membership Committee. The Board of Directors may appoint a Membership Committee consisting of three (3) Directors. The Committee shall receive the names of prospective Honorary, Sustaining and Regular Members, investigate for eligibility and recommend those qualified for election at the annual, regular or any special meeting of the Members or the Board of Directors as the case may be.

SECTION 3

Finance Committee. The Board of Directors may appoint a Finance Committee consisting of not less than three (3) or more than five (5) Directors. The Treasurer shall be an ex-officio member of the Committee. The Committee shall investigate ways and means of financing the Local League including team sponsorships and submit recommendations.

SECTION 4

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 5

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.

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, Pennsylvania, shall be binding on this Local League.

SECTION 3:

Local Rules

The local rules, ground rules and/or By-Laws 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, Incorporated, nor shall they conflict with this Constitution. The local rules, ground rules, and/or By-Laws of this Local League shall expire at the end of each fiscal year and are not considered part of this Constitution.

ARTICLE XI - FINANCIAL AND ACCOUNTING

SECTION 1

Authority. The TLL Board of Directors shall decide all matters pertaining to the finances of TLL and it shall place all income 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

Emergency. In the event of an emergency, the four TLL officers (President, Vice President, Treasurer and Secretary) can convene in order to authorize a payment for emergency work up to \$1000.00

SECTION 3

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

SECTION 4

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 TLL treasury.

SECTION 5

Disbursement of Funds. The Board shall not permit the disbursement of TLL 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. All checks shall be signed by TLL Treasurer and such other officer or officers or person or persons as the Board of Directors shall determine.

SECTION 6

Compensation. No Director, Officer or Member of TLL shall receive, directly or indirectly any salary, compensation or emolument from TLL for services rendered as Director, Officer or Member unless authorized by a board vote.

SECTION 7

Deposits. All moneys received shall be deposited to the credit of Trumbull Little League in a bank in the U.S.

SECTION 8

Fiscal year. The fiscal year of the Local League shall begin on December 1 and shall end on November 30.

SECTION 9

Distribution of Property upon Dissolution. Upon dissolution of TLL and after all outstanding debts and claims have been satisfied, the Board of Directors shall direct the remaining property of TLL 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.

SECTION 10

Tax Officer. On an annual basis the President may appoint a member of the TLL Board of Directors to be the TLL Tax Officer empowered to represent the TLL Board in all tax matters, including filing of tax returns, maintenance of tax exempt status under §501(c)(3), and necessary disclosures to donors of such status. In lieu of appointing a Tax Officer, the Board of Directors may engage a public accounting firm to prepare such tax filings.

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, Incorporated, for approval before implementation. This Constitution was approved by **Trumbull Little League Board of Directors on November 6, 2014**

President's Name: Greg M. McDonald

President's Signature

Greg M. McDonald

Date: 11/6/2014

Little League ID No.

American League Charter # 2070216
National League Charter # 2070217

Federal ID No.

06-6071624

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