

League ID No. 122 05 06

## **Redford-Livonia Little League Constitution**

### **ARTICLE I – Name**

This organization shall be known as the Redford Livonia Little League, hereinafter referred to as “RL3”.

### **ARTICLE II – Objective**

#### **Section 1**

The objective of RL3 shall be to firmly implant the ideals of good sportsmanship, honesty, loyalty, courage and respect for authority in the children of our league and the community that surrounds them. The goal is to enable these children to become well adjusted, stronger and happier children, that will grow to be good, decent, healthy and trustworthy citizens. The expectation is that these characteristics will also be modeled by parents, volunteers, officers and anyone else associated with RL3.

#### **Section 2**

To achieve this objective, RL3 will provide a supervised program under the Rules and Regulation of Little League Baseball, Incorporated. All Directors, Officers and Members shall bear in mind that the characteristics of Little League, Incorporated and the development of good future citizens are first priority. The attainment of exceptional athletic skill or the winning of games is will be viewed as a secondary objective. In accordance with Section 501(c)(3) of the Federal Internal Revenue Code, RL3 shall operate exclusively as a non-profit educational organization providing a supervised program of competitive baseball 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 RL3 may apply to become a Member.

#### **Section 2**

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

- (a) Player Members. Any player candidate meeting the requirements of Little League Regulation IV shall be eligible to compete for participation. Player Members shall have no rights, duties or obligation in the management or in the property of RL3.

- (b) Regular Members. Any adult person actively interested in furthering the objectives of RL3 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. Note: Regular Members of the league automatically include all current Managers, Coaches, Volunteer Umpires, Board Members, Officers of the Board and any other person who is recognized by the Board as a volunteer in RL3, including those volunteers with the following titles: Concession Manager, Sponsorship/Fundraising Manager, and Equipment Manager.
- (c) Honorary Members. Any person may be elected as Honorary Member by the unanimous vote of all Directors present at any duly held meeting of the Board of Directors but shall have no rights, duties or obligations in the management or in the property of the Local League.
- (d) Sustaining Members. Any person not a Regular Member who makes financial or other contribution to RL3 may by a majority vote of the Board of Directors become a Sustaining Member, but such a person shall have no rights, duties or obligations in the management or in the property of RL3.
- (e) As used hereinafter, the word "Member" shall mean a Regular Member unless otherwise stated.

### **Section 3**

#### **Other Affiliations.**

- (a) Members, whether Regular or Player, shall not be required to be affiliated with another organization or group to qualify as members of RL3.
- (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 a person is considered detrimental to the best interests of RL3 and or Little League Baseball. 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 the 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 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 – 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 fourteen (14) 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, for 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 tenth (10%) of the members shall be necessary to constitute a quorum. If a quorum is not present, no business shall be conducted.

### **Section 4**

**Voting.** Only Regular Members shall be entitled to make motions and vote at General Membership Meetings. However, the Board of Directors may invite, admit and recognize guests for presentations or comments during General Membership Meetings. (Those eligible to take part at meetings of the Board of Directors are described in Article VI, Section 4.)

### **Section 5**

**Absentee Ballot.** For the expressed purpose of accommodating a Regular Member in good standing who cannot be in attendance at the Annual Meeting, or any General Membership Meeting at which new Board members will be elected, an absentee ballot may be requested and obtained from the Secretary of RL3. The absentee ballot shall be properly completed, signed and returned in a sealed envelope to the Secretary prior to the date of the election. The Secretary shall present all absentee ballots to the Election Chairman (appointed at the meeting) on the date of the meeting, prior to the voting portion of the election process.

### **Section 6**

**Annual Meeting of the Members.** The Annual Meeting of the Members of RL3 shall be held on the 2<sup>nd</sup> Wednesday of September at 6:30 PM each year for the purpose of electing new Members, electing the Board of Directors, receiving reports, reviewing the Constitution, appointing committees, and for the transaction of such business as may properly come before the meeting.

- (a) The Membership shall receive at the Annual Meeting, a report, verified by the President and Treasurer, or by a majority of the Directors, showing:
  - (1) The condition of RL3, to be presented by the President or his/her designate;
  - (2) A general summary of funds received and expended by RL3 for the previous year, the amount of funds currently in possession of RL3, and the name of the financial institution in which such funds are maintained;
  - (3) The whole amount of real and personal property owned by RL3, where located, and where and how invested;
  - (4) For the year immediately preceding, the amount and nature of property acquired, with the date of the report and the manner of the acquisition, the amount applied, appropriated or expended, and the purpose, objects or persons to or for which such applications, appropriations or expenditures have been made;
  - (5) The names of the persons who have been admitted to regular membership in RL3 during such year. This report shall be filed with the records of RL3 and entered in the minutes of the proceedings of the Annual Meeting. A copy of such report shall be forwarded to Little League Headquarters.
- (b) At the Annual Meeting, the Members shall determine the number of Directors to be elected for the ensuing year and shall elect such number of Directors. The number of Directors elected shall not be less than six (6). After determination of the number of the Board Positions has been made, voting shall commence to fill each position. Voting may be done by the standard show of hands, or if requested, via secret ballot. Any member may make the request of a secret ballot, regardless of nominations. Any position not filled at the annual meeting or vacated during the year may be filled by a majority vote of the board of directors.
- (c) After the election, the Board of Directors shall assume the performance of its duties on October 1<sup>st</sup>. The Board's term of office shall continue until its successors are elected and qualified under this section.
- (d) The Officers of the Board of Directors shall include, at a minimum, the President, one or more Vice Presidents, Treasurer, Secretary, one or more Player Agents and a Safety Officer. The Board shall also include a minimum of one manager and one volunteer umpire. Only volunteer umpires may be elected to the Board.

## **Section 7**

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

## **Section 8**

**Rules or 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 RL3.

## **ARTICLE V – Board of Directors**

### **Section 1**

**Authority.** The management of the property and affairs of RL3 shall be vested in the Board of Directors.

### **Section 2**

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

### **Section 3**

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

### **Section 4**

**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 five (5) Directors, issue a call for a Special Board Meeting. In the case of a 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 or electronically to each Director at least 24 hours before the time appointed for the meeting to the last recorded address of each Director.
- (c) Fifty one percent (51%) of 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 RL3 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 RL3 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 RL3.

## **Article VI – Duties and Powers of the Board**

### **Section 1**

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

### **Section 2**

**President.** The President shall:

- (a) Conduct the affairs of RL3 and execute the policies established by the Board of Directors.
- (b) Present a report of the condition of RL3 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 RL3.
- (d) Be responsible for the conduct of RL3 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 RL3 by that organization.
- (e) Designate in writing other offices, if necessary, to have power to make and execute for and in the name of RL3 such contracts and leases they may receive and which have had prior approval of the Board.
- (f) Investigate complaints, irregularities and conditions detrimental to RL3 and report thereon to the Board or Executive Committee as circumstances warrant.
- (g) In coordination with the needs of the League as determined by the President and Board members responsible for specific items, prepare and submit an annual budget to the Board of Directors and be responsible for the proper execution of the proposed budget.
- (h) With the assistance of the Player Agent, examine the application and support of proof-of age documents of every player candidate and certify to residence and age eligibility before the player may be accepted for evaluation and selection.

### **Section 3**

**Executive Vice President.** The Executive Vice President shall:

- (a) Perform the duties of the President in the absence or disability of the President, provided he or she is authorized by the President or Board so to act. When acting, the Executive Vice President shall have all the powers of that office.
- (b) Perform such duties as from time to time may be assigned by the Board of Directors or by the President.

**Section 4**  
**Vice President of Baseball.**

- (a) Removed-Not currently applicable

**Section 5**  
**Vice President of Softball.**

- (b) Removed-Not currently applicable

**Section 6**  
**Secretary.** The Secretary shall:

- (a) Be responsible for recording the activities of RL3 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, Directors and committee members and give notice of all meetings of RL3, the Board of Directors and Committees.
- (d) Keep the minutes of the meetings of the Members, the Board of Directors and the Executive Committee, and cause them to be recorded in a medium kept for that purpose.
- (e) Conduct all correspondence not otherwise specifically delegated in connection with said meeting and shall be responsible for carrying out all orders, votes and resolutions not otherwise committed.
- (f) Notify Members, Directors, Offices and committee members of their election or appointment.

**Section 7**  
**Treasurer.** The Treasurer shall”

- (a) Perform such duties as are herein set forth and such other duties as are customarily incident to the Office of Treasurer or may be assigned by the Board of Directors.
- (b) Receive all monies and securities, and deposit same in a depository approved by the Board of Directors.
- (c) Keep records for the receipt and disbursement of all monies and securities of RL3, including the Auxiliary, approve all payments from allotted funds and draw checks therefore in agreement with policies established in advance of such actions by the Board of Directors. All disbursements greater than \$500 by check must have dual signatures.

- (d) Prepare an annual budget, under the direction of the President, for submission to the Membership and Board of Directors at the Annual Meeting, and to Little League Headquarters.

### **Section 8**

**Baseball Player Agent.** The Baseball Player Agent shall:

- (a) Record all baseball player transactions and maintain an accurate and up-to-date record thereof.
- (b) Receive and review applications for baseball player candidates and assist the President in verifying residence and age eligibility.
- (c) Conduct the baseball evaluations, the baseball player draft and all other baseball player transaction or selection meetings.
- (d) Prepare the Baseball Player Agent's list.
- (e) Prepare for the President's signature and submission to Little League Headquarters, baseball team rosters, including baseball players' claimed, and the baseball tournament team eligibility affidavit.
- (f) Notify Little League Headquarters of any subsequent baseball player replacements or trades.

### **Section 9**

**Softball Player Agent.** The Softball Player Agent shall:

- (a) Removed-Not currently applicable

### **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 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.

### **Section 11**

**League Information/Communications Officer.** The League Information Officer shall:

- (a) Manage the league's office home page/league website
- (b) Manage the online registration process and ensure that league rosters are maintained on the site;
- (c) Assign administrative rights to league volunteers and teams;
- (d) Ensure that league news and scores are updated on a regular basis;
- (e) Collect, post and distribute important information on League activities including direct dissemination of fund-raising and sponsor activities to Little League Baseball, district, public, league members and media;



- (f) Serve as primary contact person for Little League and members regarding optimizing use of the Internet for league administration and for distributing information to league members and to Little League Baseball.

## **Section 12**

**Coaching Coordinator.** The coaching coordinator shall;

- (a) Represent coaches/managers in the league;
- (b) Present a coach/manager training budget to the board;
- (c) Gain 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.

## **ARTICLE VII – Executive Committee**

### **Section 1**

The Board of Directors may appoint an Executive Committee which shall consist of not less than three (3) nor more than six (6) Directors, one of who shall be the President of RL3.

### **Section 2**

The Executive Committee shall advise with and assist the Officers of RL3 in all matters concerning its interests and the management of its affairs, and shall have such other powers as may be delegated to it by the Board, but in no event will the Executive Committee have authority over the Board of Directors.

### **Section 3**

At any meeting if the Executive Committee, a majority of the total number of members then in office shall constitute a quorum for the transaction of business, and the act of majority present at any meeting at which there is a quorum shall be the act of the Committee.

## **ARTICLE VIII – Other Committees**

### **Section 1**

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

### **Section 2**

**Membership Committee.** The Board of Directors may appoint a Membership Committee consisting of three (3) Directors and other appointed Regular Members. The Committee shall receive the names of prospective 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**

**Fundraiser/Sponsorship Committee.** The Board of Directors may appoint a Finance Committee consisting of not less than three (3) Directors. The Treasurer shall be an exofficio member of the Committee. The Committee shall investigate ways and means of financing RL3 including team sponsorships and general sponsorships and submit recommendations. It shall be responsible for taking up collections at games, if such collections are authorized by RL3 and shall turn over said collections to the Treasurer immediately after each game. The Board of Directors shall approve in advance all projects and actions of the Committee.

### **Section 4**

**Registration Committee.** The Board of Directors may appoint a Registration Committee consisting of not less than three (3) Directors. The Committee shall investigate ways and means of promoting and conducting registration.

### **Section 5**

**Building, Property and Grounds Committee.** The Board of Directors may appoint a Building, Property and Grounds Committee consisting of three (3) Directors and other appointed Regular Members. The Committee shall investigate and recommend available, suitable sites and plans for development, including ways and means, the latter in cooperation with the Fundraiser/Sponsorship Committee. It shall be responsible for repair and improvement recommendations and supervise the performance of approved projects. The Committee is also responsible for the care and maintenance of the playing fields, buildings and grounds. It shall operate within the amount appropriated in the approved budget for that purpose.

### **Section 6**

**Rules Committee.** The Board of Directors may appoint a Rules Committee consisting of not less than three (3) Directors and other appointed Regular Members. The Committee shall investigate and recommend additional RL3 playing rules above and beyond the rules established by Little League.

### **Section 7**

**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 for the repair, cleaning and storage thereof at the close of the season.

### **Section 8**

**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 RL3. 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 9**

**Umpire Committee.** The Board of Directors may appoint an Umpire Committee consisting of three (3) Directors and other appointed Regular Members. The RL3 President shall be chairman of such Committee. The Committee shall recruit, interview and recommend to the President for appointment a staff of umpires, including a chief umpire and replacements. When appointed, the staff of umpires shall be under the personal direction of the RL3 President, assisted by the Chief Umpire who shall train, observe and schedule the staff.

### **Section 10**

**District Committee.** The Board of Directors may appoint a District Committee consisting of the RL3 President as chairman and two (2) other Directors. The Committee shall assist the District Administrator in interleague district functions including the selection of members of the District Administrator's Advisory Committee and the selection of tournament sites and area tournament directors.

### **Section 11**

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

## **ARTICLE IX – Affiliation**

### **Section 1**

**Charter.** RL3 shall annually apply for a charter from Little League Baseball, Incorporated, and shall do all things necessary to obtain and maintain such charter. RL3 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 RL3.

### **Section 3**

**Local Rules, Ground Rules and/or Bylaws.** The local rules, ground rules and/or bylaws of RL3 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 and/or bylaws of RL3 shall expire at the end of each fiscal year, and are not considered part of this Constitution.

## **ARTICLE X – Financial and Accounting**

### **Section 1**

**Authority.** The Board of Directors shall decide all matters pertaining to the finances of RL3 and it shall place all income including Auxiliary funds, in a common league treasury, directing the expenditure of funds in such a manner as will give no individual or team an advantage over those in competition with such individual or team.

### **Section 2**

**Contributions.** The Board shall not permit the contribution of funds or property to individual teams but shall solicit funds for the common treasury of RL3, thereby to discourage favoritism among teams and to endeavor to equalize the benefits of RL3.

### **Section 3**

**Solicitations.** The Board shall not permit the solicitation of funds in the name of Little League Baseball unless all of the funds so raised be placed in the RL3 treasury.

### **Section 4**

**Disbursement of Funds.** The Board shall not permit the disbursements of RL3 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 the RL3 President and the RL3 Treasurer and such other officer or officers or person or persons as the Board of Directors shall determine.

### **Section 5**

**Compensation.** No Director, Officer or Member of RL3 shall receive, directly or indirectly any salary, compensation or emolument from RL3 for services rendered as Director, Officer or Member.

### **Section 6**

**Deposits.** All monies received, including Auxiliary Funds, shall be deposited to the credit of RL3 at Public Service Credit Union.

### **Section 7**

**Fiscal Year.** The fiscal year of RL3 shall begin on October 1 and shall end September 30.

### **Section 8**

**Distribution of Property upon Dissolution.** Upon dissolution of RL3 and after all outstanding debts and claims have been satisfied, the Members shall direct the remaining property of RL3 to another Federally Incorporated entity which maintains the same objectives as set forth in Article

II of this Constitution, which are or may be entitled to exemption under Section 501(c)(3) of the Internal Revenue Code or any future corresponding provision.

#### **ARTICLE XI – Amendments**

This Constitution may be amended, repealed, or altered in whole or in part by a majority vote at any duly organized meeting if 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 the Redford Livonia Little League Membership on December 19, 2018