

BANGOR WEST SIDE LITTLE LEAGUE CONSTITUTION  
AND BY-LAWS

**Article I – Name**

This organization shall be known as the BANGOR WEST SIDE LITTLE LEAGUE, INC. (“BWLL”)

**Article II – Objective**

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

**SECTION 2** - To achieve this objective, BWLL will provide a supervised program under the rules and policies of Little League Baseball, Inc. All directors, officers, and members shall bear in mind that the attainment of exceptional athletic skill or the winning of games is secondary, and the molding of future citizens is of prime importance. In accordance with Federal and State Law, BWLL 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 a political campaign on behalf of any candidate for public office.

**Article III – Membership**

**Section I - ELIGIBILITY** - Any person sincerely interested in active participation to advance the objective of BWLL may 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 boundaries of the charter of BWLL shall be eligible to participate but shall have no rights, duties, or obligations in the management or in the property of the BWLL.

B. **REGULAR MEMBERS** - Any adult person actively interested in furthering the objective of BWLL may become a regular member upon election and payment of dues as hereinafter provided. Regular members maybe 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, volunteer umpires, and other elected or appointed officials must be regular members in good standing. Regular Members of the league automatically include all current Managers, Coaches, Volunteer Umpires, Board Members, Officers of the Board and any other person who is recognized by the Board as a volunteer in the Little League, including those following titles: Concessions Coordinator, Team Parent, Field Maintenance, etc.

C. **HONORARY MEMBERS** - Any adult person may be elected as honorary member by

the unanimous vote of all the Board of 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 BWLL.

D. SUSTAINING MEMBERS - Any adult person who is not a regular member who makes financial or other contribution to the BWLL may by a majority vote of the Board of Directors become a sustaining member, but such person shall have no rights, duties or obligations in the management or in the property of the BWLL.

### **Section 3 - OTHER AFFILIATIONS**

Members, whether regular or player shall not be required to be affiliated with another organization or group to qualify as members of the BWLL.

**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 or suspend or terminate the membership of any members of any class including managers and coaches when the conduct of such person is considered detrimental to the best interests of the BWLL and/or Little League Baseball Inc. The member, manager, or coach involved shall be notified of such meeting, informed of the general nature of the charges and given the 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 which the player is a member. Said manager shall appear, in the capacity of an advisor, with the player before the Board of Directors or 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. The player's parent(s) or legal guardian(s) may also be present.

### **Article IV – Dues**

**Section 1** - No player member shall be required to pay any dues or fees as a prerequisite to play in the BWLL. Little League regulation XIII (c)

**Section 2** - No dues or fees of any kind shall be charged or assessed a regular, honorary, or sustaining member.

### **Article V – Meetings**

**Section 1 - ANNUAL MEETING** - The annual meeting of the members of the Bangor West Side Little League (BWLL) shall be held in October in each year for the purpose of electing Officers, Directors, and members, receiving reports, and for the transaction of such other business as may properly come before the meeting.

(a) The Membership shall receive at the Annual Meeting of the Members of the Local League a report, verified by the President and Treasurer, or by a majority of the Directors, showing:

(1) The condition of the Local League, to be presented by the President or his/her

designate;

(2) A general summary of funds received and expended by the local league for the previous year; the amount of funds currently in possession of the local league, and the name of the financial institution in which such funds are maintained;

(3) The whole amount of real and personal property owned by the Local League, where located, and where and how invested;

(4) For the year immediately preceding, the amount and nature of the property acquired, with the date of the report and the manner of the acquisition, the amount applied, appropriated or expended, and the purposes, objects or persons to or for which such application, appropriations or expenditures have been made;

(5) The names of the personal who have been admitted to regular membership in the Local League during such year. This report shall be filed with the records of the Local League and entered in the minutes of the proceedings of the Annual Meeting. A copy of such report shall be forwarded to Little League International.

(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).

(c) After the Board of Directors is elected, the Board shall meet to elect the officers. After the election, the Board of Directors shall assume the performance of its duties on November 1<sup>st</sup> of each year. 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 2 - NOTICE OF ANNUAL MEETING** – Notice of the Annual Meeting shall be delivered personally, electronically or by mail to each member at the last recorded address at least seven (7) days in advance of the meeting, setting forth the date, time and place of the meeting. The notice shall appear in the Bangor Daily News with sufficient time for members to attend and providing notice that any member of the public is welcome to attend.

**Section 3 - SPECIAL MEETINGS** - Special meetings of the Board of Directors may be called by the Secretary or the President at their discretion. Upon the written request of five (5) 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 transact at any special meeting of the Board.

**SECTION 4 - QUORUM** - The presence in person, or by proxy of two-thirds of the acting Board of Directors shall be necessary to constitute a quorum at a Board Meeting

**SECTION 5 - VOTING** –Only members of the Board of Directors shall be entitled to make motions and vote at any meeting of BWLL board except for the annual meeting, when all parties

present shall vote for the Board of Directors.

**SECTION 6- PROXIES** - Each board member shall be entitled to one vote in person or by proxy. All proxies must be in written form and will only be executable for the designated meeting. Each Board member shall be entitled to one vote in person at a Board Meeting or by proxy. All proxies must be in written form and will only be executable for the designated Board Meeting.

**SECTION 7- RULES OF ORDER** - "Roberts Rules of Order" shall govern the proceedings of all meetings except where same conflicts with the constitution and by-laws of BWLL.

## **Article VI - Board of Directors**

**SECTION 1 - BOARD AND NUMBER** - The management of the property and the affairs of the BWLL shall be vested in the Board of Directors. The number of the Directors shall not be set. The Directors shall upon election immediately enter upon the performance of their duties and shall continue in office until their successors shall have been duly elected.

**SECTION 2 - REQUIRED MEMBERS** - The board members shall include the following:

- President
- Executive Vice President
- Secretary
- Treasurer
- Vice President Baseball
- Director Little League Baseball
- Director Farm League Baseball/Player Agent
- Vice President Softball
- Director Farm League Softball/Player Agent
- Director Little League Softball
- Safety Director/Field Maintenance
- Coaching Coordinator
- Members at Large (3)

**Section 3 – Members-at-Large.** The members of BWLL may elect at its annual meeting no more than 3 Members-at-Large who will sit on the Board for a period of one year.

**SECTION 5 - 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 or at any special meeting called for that purpose.

**SECTION 6 - MEETINGS** - Meetings of the Board of Directors shall begin immediately following the annual election and on such days thereafter as shall be determined by the Board. The President or the Secretary may whenever either of them deem it advisable, and the President shall at the request in writing of five (5) directors, issue a call for a Special Meeting of the board. Notice of all meetings shall be given by the Secretary to each director either by mail or phone at least three (3) days before the time appointed for the meeting to the last recorded address or phone number of each director, in the case of Special Meeting, such notice shall include the purpose of the meeting and no matters not stated may be acted upon at the Special Meeting.

**SECTION 7 - TERM OF OFFICE** - An officer shall maintain the office for which he is elected until the next annual meeting and elections. An officer may be re-elected to the same position.

**SECTION 8 - DUTIES AND POWERS OF THE WHOLE BOARD** - 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 may adopt such rules and regulations for the conduct of meetings and the management of the BWLL as it may deem proper.

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 director, coach, manager, or committee member of the BWLL in accordance with the procedure set forth in Article III, Section 4 A.

### **Article VII - Other Committees**

**SECTION 1 - NOMINATING COMMITTEE** - The Board of Directors shall appoint a nominating committee each August. This committee shall be chaired by the Executive Vice-President and consist of at least three (3) and not more than five (5) members. This committee shall investigate, recruit, and consider eligibility and submit a slate of candidates for the Board of Directors at the Annual meeting in October of each year.

**SECTION 2 - BASEBALL COMMITTEE** - The Vice-President for Baseball shall Chair the Baseball Committee. This committee shall be made up of interested Board members, Coaches, and all Baseball League Directors. This Committee shall have the power to consider rules and regulations for the running of the baseball program not contained in the Constitution and By-Laws. This committee shall report any new rules, or changes to the full board at the next scheduled regular meeting of the board after which any action is taken.

**SECTION 3 - SOFTBALL COMMITTEE** - The Vice-President for Softball shall Chair the Softball Committee. This committee shall be made up of interested Board members, Coaches, and all Softball League Directors. This Committee shall have the power to consider rules and regulations for the running of the Softball program not contained in the Constitution and By-Laws. This committee shall report any new rules, or changes to the full board at the next scheduled regular meeting of the board after which any action is taken.

**SECTION 4 - EXECUTIVE COMMITTEE**. The Executive Committee shall be chaired by the President, and consist of the President, Executive Vice President, Secretary and Treasurer. This committee shall meet each year between the annual meeting and the first regular meeting of the new year, to consider budget requests, and constitutional and by law amendments, and shall make recommendations concerning both to the full board at the first meeting in January.

**SECTION 5 - OTHER COMMITTEES** - The Board of Directors of BWLL may create any other committee deems necessary in accordance with Article VI Section 7.

### **Article VIII - Officer, Duties and Powers**

**SECTION 1 - PRESIDENT** - The President:

A. conducts the affairs of the BWLL and executes the policies established by the Board of

Directors.

B. presents a report of the condition of the BWLL at the Annual Meeting.

C. communicates to the Board of Directors, such matters as deemed appropriate and make such suggestions as may tend to promote the welfare of the league.

D. is responsible for the conduct of BWLL in strict conformity to the policies, principles, rules and regulations of Little League Baseball Inc. as agree to under the conditions of charter issued to the BWLL.

E. designates in writing, other officers if necessary, to have power to make and execute for/and in the name of BWLL such contracts and leases as may have been received with prior approval of the Board.

F. investigates complaints, irregularities, and conditions detrimental to the BWLL and report thereon to the Board as circumstances warrant.

G. chairs the Executive Committee

H. with the assistance of League Directors, examines the application and supporting 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.

I. Prepares and submits a list of managers and coaches for each team in the league for approval by the Board.

J. shall coordinate fundraising efforts for the league.

K. shall coordinate the sponsorship for teams and the facility in coordination with the Treasurer.

**SECTION 2 - EXECUTIVE VICE-PRESIDENT - The Executive Vice-President:**

A. in the case of disability or absence of the President and when authorized by the President, perform the duties of the President, and when so acting, shall have all of the powers of that office.

B. act as assistant to the President in all matters.

C. run meetings for the President when requested.

D. chair the nominating committee.

E. be a member of the Executive committee.

**SECTION 3 - VICE PRESIDENTS FOR SOFTBALL AND BASEBALL - The Vice-Presidents for Baseball and Softball:**

- A. shall be responsible for the general operations of baseball and softball.
- B. shall serve as chairs of the Baseball and Softball committees.
- C. shall receive budgets from the league directors, and after review, submit budgets to the Executive Committee not later than February 15th of each year
- D. may also serve as Director of one of the leagues they oversee,
- E. shall serve as or appointment Tournament Directors for District and State Tournaments hosted by BWLL.
- F. The Vice President of Baseball shall:
  - (1). be responsible for Junior/Senior League Baseball, and the day to day running of same.
  - (2). be responsible for ensuring umpires are available for each game.
  - (3). prepare a budget for Senior League Baseball to be given to the Vice-President Baseball by January 15th of each year.
  - (4). be responsible for securing managers and coaches for each Senior League team, and presenting that list to the President for approval by the Board no later than March of each year.
  - (5). conduct the player draft and all other player transaction or selection meetings.
  - (6). prepare for the President's signature and submission to Little League Headquarters, team rosters.
- G. The Vice President of Softball shall:
  - (1). be responsible for Jr and/or Senior League Softball, and the day to day running of same.
  - (2). be responsible for ensuring umpires are available for each game.
  - (3). prepare a budget for Senior League Softball to be given to the Vice-President of Softball by January 15<sup>th</sup> of each year.
  - (4). be responsible for securing managers and coaches for each Senior League team, and presenting that list to the President for approval by the Board no later than March of each year.
  - (5). prepare for the President's signature and submission to Little League Headquarters, team rosters.
  - (6). conduct the player draft and all other player transaction or selection meetings.

**SECTION 4- - SECRETARY** - The Secretary:

A. be responsible for the recording of activities of the BWLL and maintain appropriate files, mailing lists, and necessary records.

B. perform such duties as are herein specifically set forth in addition to such other duties as are customarily incident to the office of secretary or as may be assigned by the Board of Directors.

C. maintain a list of all regular, sustaining, and honorary members, Directors and committee members and give notice of all meetings of the BWLL, the Board of Directors, and committees.

D. keeps the minutes of the meetings of the members, the Board of Directors, and causes them to be recorded in a book kept for that purpose.

E. shall conduct all correspondence not otherwise specifically delegated in connection with said meetings and shall be responsible for carrying out orders and votes.

F. provide copies of all minutes and the elected officers to the attorneys for BWLL for the purpose of filing an Annual Report with the Secretary of State's office on behalf of the organization.

G. notify members, Directors, Officers and committee members of their election appointment.

H. serve on the Executive Committee

**SECTION 5 ~ TREASURER ~** The Treasurer:

A. perform such duties as are 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 moneys and securities, and deposits 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 BWLL , including the auxiliary, and approves all payments from allotted funds, and draw checks thereof.

D. ensure no Moneys other than those budgeted are disbursed without approval of the Board of Directors.

E. keep separate accounts for regular league expenses, and All-Star expenses pursuant to Article IX.

F. serve on the Executive Committee, and prepare the recommended annual budget for the first regular meeting in February of each year to be approved by the entire Board of Directors.



**SECTION 6 - PLAYER AGENT/FARM LEAGUE BASEBALL DIRECTOR** - The Player Agent:

- A. record all player transactions and maintain an accurate and up-to-date record thereof.
- B. receive and review applications for player candidates for baseball and assist the President in checking residence and age eligibility.
- C. conduct the player distribution and all other player transaction or selection meetings.
- D. prepare for the President's signature and submission to Little League Headquarters, team rosters.
- E. prepare a budget for Farm League to be given to the Vice-President Baseball by January 15<sup>th</sup> of each year.
- F. is responsible for securing managers and coaches for each Farm League team, and presenting that list to the President for approval by the Board no later than March of each year.

**SECTION 7 - LITTLE LEAGUE BASEBALL DIRECTOR** - The Umpire in Chief:

- A. be responsible for Little League Baseball, and the day to day running of same.
- B. be responsible for ensuring umpires are available for each game.
- C. prepare a budget for Little League Baseball to be given to the Vice-President Baseball by January 15<sup>th</sup> of each year.
- D. be responsible for securing managers and coaches for each Little League team, and presenting that list to the President for approval by the Board no later than March of each year.
- E. prepare for the President's signature and submission to Little League Headquarters, team roster.
- G. Conduct the Little League draft in accordance with "Plan A" of the Operating Manual.

**SECTION 10 – FARM LEAGUE SOFTBALL DIRECTOR** – The Farm League Softball director:

- A. record all player transactions and maintain an accurate and up-to-date record thereof.
- B. receive and review all applications for player candidates for softball and assist the President in checking residence and age eligibility.
- C. conduct the player distribution and all other player transaction or selection meetings.
- D. prepare for the President's signature and submission to Little League Headquarters, team rosters.
- E. prepare a budget for Farm League to be given to the Vice-President of Softball by January 15<sup>th</sup> of each year.

F. is responsible for securing managers and coaches for each Farm League team, and presenting that list to the President for approval by the Board no later than March of each year.

G. be responsible for ensuring umpires are available for each game.

**SECTION 11 – LITTLE LEAGUE SOFTBALL DIRECTOR** – The Little League Softball Director:

A. record all player transactions and maintains an accurate and up-to-date record thereof.

B. be responsible for ensuring umpires are available for each game.

C. receive and review applications for player candidates for softball and assist the President in checking residence and age eligibility.

D. conduct and oversee the Little League draft according to the Operating Manual.

E. prepare for the President's signature and submission to Little League Headquarters, team rosters.

F. prepare a budget for Little League to be given to the Vice-President of Softball by January 15<sup>th</sup> of each year.

G. be responsible for securing managers and coaches for each Little League team, and presenting that list to the President for approval by the Board no later than March of each year.

**SECTION 15 – BASEBALL AND SOFTBALL SAFETY DIRECTORS** – The Safety Directors:

A. be responsible to inspect equipment to ensure its safe condition and that it meets Little League Baseball Inc. specifications and standards.

B. be responsible for all aspects of safety for the BWLL including field conditions, equipment use and manager/player compliance with safety rules.

C. be responsible for conducting a safety review each year in accordance with the ASAP plan of Little League Baseball, Inc.

D. when required, conduct safety clinics for the league.

**SECTION 20 – WEBMASTER** – The Webmaster shall:

A. be on the Board of Directors.

B. maintain the website in accordance with the votes of the Board of Directors.

**Article IX – Finances**

**SECTION 1. Authority.** The Board of Directors shall decide all matters pertaining to the finances of BWLL and it shall place all regular season income, including Auxillary funds, in a common league account, 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. Said funds for any All-Star related activities shall be in a separate account, according to Article XII.

**SECTION 2. Contributions.** The Board shall not permit the contribution of for property to individual teams or divisions (i.e. baseball or softball) but shall solicit funds for the common treasury of BWLL, thereby to discourage favoritism among teams and to endeavor to equalize the benefits of BWLL. All contributions for specific reasons need to be approved, in advance, by the Board.

**SECTION 3. Solicitation.** The Board shall not permit the solicitation of funds in the name of Little League Baseball unless all of the funds are placed in the BWLL account.

**SECTION 4. Disbursement of Funds.** The Board shall not permit the disbursement of BWLL funds for other than the conduct of Little League activities in accordance with the rules, regulations and policies of Little League Baseball, Incorporated.

**SECTION 5. Compensation.** No Director, Officer or Member of the Local League shall receive, directly or indirectly any salary, compensation or emolument from the Local League for services rendered as a Director, Officer or Member.

**SECTION 6. Deposits.** All monies received, including Auxillary Funds, shall be deposited to the credit of the Local League at Bangor Savings Bank.

#### **Article X – Managers and Coaches**

**SECTION 1.** Team managers and coaches shall be appointed annually by the President, with the approval of the Board of Directors, and shall be responsible for the selection of their teams and for the teams actions on the field.

**SECTION 2 – Team Managers and Coaches** may only be suspended or terminated in accordance with Article III, Section 4 and remain under suspension until a special meeting of the Board can occur.

#### **Article XI – Affiliation**

**SECTION 1 – CHARTER –** The BWLL shall annually apply for charter from Little League Baseball, Inc. and shall do all things necessary to obtain and maintain such charter.

**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, GROUND RULES AND/OR BYLAWS.** The local rules, ground rules and/or bylaws of this Local League shall be adopted by the Board of Directors at a meeting to be held not less than one month prior 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 bylaws of this Local League shall expire at the end of each fiscal year, and are not considered part of this Constitution.

### **Article XII – Tournament Team Procedures**

**SECTION 1** - BWLL will abide by Little League Baseball, Inc. tournament rules and regulations.

**SECTION 2 – MANAGER SELECTION.** Preference for tournament team managers and coaches may be according to the previous years regular seasons finish. Managers for Tournament teams shall be recommended by the League Director, nominated by the President, and approved by the Board of Directors.

**SECTION 3** – All Star teams shall conduct **separate** fundraising with any assistance required from the auxiliary director(s), and such funds raised shall be used to fund travel and other necessities for the district tournament. Any moneys left over shall be held separately by the treasurer for use to fund future and present teams that may go to state, regional or World Series play. No regularly raised funds shall be used to fund All-Star Teams. Exceptions to this section may be made by a majority vote of the Board of Directors.

### **Article XIII – Amendments**

**SECTION 1.** Amendments to the Constitution and By-Laws may be made in accordance with the following procedure:

A. Any interested member wishing to recommend an amendment to the By-Laws and Constitution may do so in writing to the President.

B. The Board of Directors shall review all proposed amendments.

C. All board members may vote in person or by proxy for all amendments. For any amendment to pass it must receive at least two-thirds majority vote of all board members voting.

### **Article XIV – Dissolution**

**SECTION 1. Manner of Dissolution.** The corporation may be dissolved upon the adoption of the Board of Directors of a resolution recommending voluntary dissolution, which resolution shall direct that the question of dissolution be submitted to a vote at a meeting of the Members, which may be either an annual or a special meeting. The notice of the meeting shall state that the purpose, or one of the purposes, of the meeting is to consider the advisability of dissolving the corporation. A resolution to dissolve the corporation shall be adopted upon receiving at least a majority vote of the Members present at such meeting. Upon adoption of such resolution, dissolution of the corporation shall proceed in accordance with the Maine Non-Profit Corporations Act.

**SECTION 2. Disposition of Funds.** On dissolution, after provision is made for payment of debts, all property of the corporation, from whatever source arising, shall be distributed only to such organizations which maintain the same or substantially similar objective as the Corporation and as are then exempt from tax by virtue of § 501(c)(3) of the Internal Revenue Code of 1986,

or any successor provision, and as the Board of Directors of the Corporation shall determine, unless otherwise provided in the instrument from which the funds to be distributed derived.

Amended May 15, 2016  
Cheryl Derrah, President