

CITRUS LITTLE LEAGUE CONSTITUTION

CONSTITUTION:

ARTICLE I – NAME & LOCATION

Section 1: NAME

This organization shall be known as Citrus Little League, hereinafter identified as Citrus LL.

Section 2: LOCATION

The principle office of Citrus LL shall be PO Box 8764, Alta Loma, Ca. 91701

ARTICLE II – OBJECTIVE

Section 1: The objective of Citrus LL shall be to implant firmly in the children of the community the ideals of good sportsmanship, honesty, loyalty, courage, and respect for authority. We do so, that way they may be well adjusted, stronger, and happier children and will grow to be good, decent, healthy, and trustworthy citizens.

Section 2: To achieve the objective, Citrus LL, will provide a supervised program under the rules and regulations of Little League, 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 Section 501- C – 3 of the Federal Internal Revenue Code, the Citrus LL shall operate exclusively as a nonprofit, 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 any political campaign on behalf of any candidate for public office.

ARTICLE III – MEMBERSHIP

Section 1: Eligibility

Any parent or guardian of a current CLL player, in any division, is considered a current member and granted membership to Citrus LL. These parents and/or guardians shall be known as Regular Members and part of a Regular Membership according to these bylaws. The Secretary shall maintain the role of membership for Citrus Little League. By becoming a member each person will; take an active participation role to affect the objectives of Citrus LL; be willing to uphold its policies and subscribe to its bylaws. Any person meeting the requirements of the Citrus Little League shall be eligible for participation but shall have no rights, duties, or obligations in the management of, or in the property of Citrus LL.

Section 2: Classes of Membership

- A) **Player Members:** Any person meeting the requirements of Little League Regulation IV and who resides within the established boundaries of Citrus LL shall be eligible for participation; but shall have no rights, duties, or obligations in the management of, or in the property of the league.
- B) **Regular Members:** Shall be given to all eligible parents or guardians of the players registered in Citrus LL. However, any adult actively interested in furthering the objectives of Citrus LL may apply to become a Regular Member as provided for in Article III, Section 3 of these bylaws. The secretary shall maintain the role of membership to all qualifying voting members.
- C) **Sustaining Members:** Any person not a Regular Member who makes financial or other contributions to Citrus LL may, by a majority vote of the board of Directors, become a sustaining member, but such person shall have no right, duties, or obligation in the management or in the property of Citrus LL.

Section 3: Conditions of Membership

- A) **Player Members:** A person may become a player member by fulfilling the requirements listed in Article III, Section 2, Clause A.
- B) **Sustaining Members:** Procedures for accepting a Sustaining Member are defined in Article III, Section 2, Clause C.
- C) **Regular Members:** All parents or guardians of youths registered in Citrus LL shall be recognized as Regular Members subject to eligibility as defined in Article III, Section 1 of this Article. Any person not a parent or guardian shall be recognized as a Regular Member upon a majority vote of approval of membership by either the Board of Directors or the general membership present at an open meeting. For this purpose of this clause, any person not a Regular Member who is a candidate either for an elected office or as an appointee shall be considered a candidate for Regular Membership at the same time. Election to office or approval as an appointee shall therefore serve as acceptance of the candidate as a Regular Member. The Candidate shall be in good standing and voted on by the Board two (2) meetings prior to election.
NOTE: *The appointment of all persons not normally recognized as Regular Members except as covered in Article IV of these bylaws, shall require majority approval at an open meeting of the Board of Directors.*
- D) **Affiliations:** Members of Citrus LL irrespective of class of membership shall not be required to be affiliated with another organization to qualify as a member of Citrus LL.
- E) **Dues or Fees:** Defined by current year Little League Rule Book. Dues and fees may be assessed if deemed necessary. At no time should payment be a prerequisite for participation in LL Baseball. (Little League Inc. Regulation XIII (c)).

Section 4: Suspension or Termination of Membership

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

- A) The Board of Directors, by majority vote of eligible Board Members present at any duly constituted meeting, shall have the exclusive authority to discipline, suspend, or terminate the

membership of any member of any membership of any class when the conduct of such person is considered detrimental to the best interests of Citrus LL and/or Little League Baseball.

- B)** In the event of such action , the member shall be properly notified of such meeting, informed of the general nature of the charges against him/her and be given the opportunity to appear at the meeting to answer such charges. Action must be considered at:
1. The same meeting
 2. After all the charges have been heard and answered
 3. After the charged member and any non-board members have been dismissed from the meeting, the Board of Directors shall decide upon the action to be taken. The decision of the Board shall be final

ARTICLE IV – MEETINGS

Section 1: Annual Meetings

The annual meeting of the members of Citrus LL shall be held in June for the purpose of electing Officers and Directors, receiving reports and transaction of such other business as may be properly brought before the meeting.

Section 2: Open Meetings

The Board of Directors or the President, at their discretion, may call an open meeting of the members. Such a meeting may also be requested by the members as specified in Section 4 of this Article.

Section 3: Board Meetings

Regular meetings of the Board of Directors shall be held immediately follow the annual meeting and on such day thereafter that will be determined by the Board. The President may call a Board meeting at his/her discretion. The Board Members specified in Section 4 of this Article may also call such a meeting.

Section 4: Special Meetings

- A)** Special meetings of the Regular Members may be called by the Board or by the President at their discretion. Such meetings may also be called upon by written request of ten (10) of the Regular Members. Such request is to be submitted to the President. No business other than that specified in the written notice of the meeting shall be transacted at a Special Meeting of the Regular Members.
- B)** A Special Meeting of the Board may be called by the President at his/her discretion. Such meetings can also be called upon written request notice of five (5) of the Board Members. No business other than that specified in thee written notice of the meeting may be transacted at any Special Meeting of the Board.

Section 5: Valid Meetings

Any meeting of the Regular Members or Board of Directors which does not conform to the stipulation put forth in these bylaws shall be considered an invalid meeting. No legislative, expenditures, appointments, or elections of an invalid meeting will be considered binding upon either the Members or the operative procedures of Citrus LL. All valid meetings must have a Quorum.

- A) Open Meetings: A quorum of an open meeting shall consist of a majority of the Board of Directors plus a third (1/3) of the number of the team manager or representatives.
- B) Board Meetings: A quorum of a Board Meeting shall consist of 50% plus 1 members of the Board at the time of the meeting. Three consecutive unexcused absences or 5 overall by any Board Member shall result in Board action. An unexcused absence shall be if a Board Member does not notify the President that he/she shall not be present. No justification shall be needed from missing Board Member.
- C) Special Meetings: A quorum of a Special Meeting whether such meeting is of the Board or of the Regular Members, shall consist of 50% plus 1 members of the Board at the time of the meeting. The same as prescribed in the clauses immediately above.
- D) Committee Meeting: Quorum requirements for specific committee meetings unless otherwise noted in these bylaws shall be decided by the membership of the committee itself.

NOTE: All valid meetings must include proper notification of all possible partisans.

- E) Open Board Meeting: Proper notice of an open meeting shall require posting on the league website no later than 7 days in advance of the time, date, place, and general purpose of the meeting. Publication must be in such a manner so as to allow all Regular Members reasonable time and opportunity to learn if the meeting. These requirements shall apply to all special meetings as well.

Absentee Ballot: For the expressed purpose of accommodation a Regular Member in good standing who cannot be in attendance at the annual meeting, an absentee ballot shall be properly completed, signed, and returned in a sealed envelope to the Board of Directors. The Secretary shall present all absentee ballots to the Election Chairperson on the date of the annual meeting prior to the conduct of the election process.

- F) Board Meetings: All Board Members shall be notified of the meetings, it's time, place, date and general purpose no later than 3 days in advance of the meeting.

NOTE: For the sake of expediency, these requirements shall be waived in the case of a Special Board Meeting with the requirement that all Board Members be personally contacted as to such meeting whenever it is possible.

Section 6: Attendance

Any person interested in the activities of Citrus LL and who does not violate the presiding Rules of Order shall be encouraged to attend any Open Meeting.

Section 7: Rules of Order

Roberts Rules of Order shall govern the proceedings of all meetings of Citrus LL except where the Rules conflict with these bylaws.

ARTICLE V – ELECTION & ELECTED OFFICERS

Section 1: All officers of Citrus LL are subordinate and responsible to said League Constitution and Bylaws.

Section 2: Elected Officers

- A) All elected officers of Citrus LL must be elected by the members unless otherwise noted in these bylaws.
- B) A person seeking a position on the Board must attend at least one meeting of the board prior to the election of the board. A person must also be in good standing with Citrus LL in order to run for office.
- C) The President of Citrus LL must be a current member of Citrus LL.

Section 3: Officers

The following are elected officers of Citrus LL. They are listed as follows:

- A) President
- B) First Vice President (Major VP)
- C) Second Vice President (Minors VP)
- D) Third Vice President (Rookie/Tball VP)
- E) Fourth Vice President (Upper Division VP)
- F) Secretary
- G) Treasure
- H) Player Agent (Little League)
- I) Umpire in Chief
- J) Auxiliary Chairperson

Section 4: Terms of Office

Terms of office shall run from August 1st of the current year to July 31st of the following year at which time another elected member shall take the position. A vacancy in any elected office may only be filled for the un-expired term.

Section 4:1 Exiting Board Members

All outgoing Board Members must surrender all league property by July 31st of their service year.

Section 5: Board Member Ballot

- A) An election Board of all positions shall be posted at Citrus LL site fourteen (14) days prior to the last game of the spring season. Nominations will close seven (7) days prior to the Regular Member Open meeting, to be held at Closing Ceremonies.
- B) Prior to the election, the board will meet to certify the ballot. Any person elected by write in candidacy is subject to approval in a Citrus LL, in accordance with Article III – Membership.

Section 6: Vacancies

- A) Unfilled Offices: if at the annual meeting it is impossible to fill all open positions, the following action shall be taken. Such vacancy shall require the New Board to select and fill all position(s). This nominee shall be presented by the President at an open meeting for election: nominations will also be taken for the open position from the floor. Such action must be taken as quickly as possible to complete the board.

- B) Unexpired terms: If due to illness, resignation or otherwise a position becomes vacant during the year, the Board should immediately find and elect a suitable replacement and all league property be turned over to the league 7 days from the resignation or termination.

Section 7: Duties of Officers

The duties of all officers of Citrus LL are clearly defined in Appendix B in the Bylaws

ARTICLE VI – APPOINTMENTS

Section 1: All appointed officers of Citrus LL are subordinate and responsible to Citrus LL bylaws and its policies.

Section 2: Candidates for team managers shall be interviewed or appointed annually by the President and approved by said Board of Directors. Managers shall be responsible for the selection (draft) of their teams, or in the case of Rookie and T-ball Divisions the assignment of their team.

Section 3: Any Board member requesting a manager position shall not be present in the room during the final discussion and vote on his/her position. Any Board member applying for a manger position shall not vote on the other managers in the same division.

Section 4: Umpires shall be appointed annually by the President with the approval of the Board of Directors, who shall be responsible for their actions on the field. (Regulation 1 (b)).

Section 5. While holding the office of President, the league president may manage, coach, or umpire provided he/she does not serve on the Protest Committee nor serve as a tournament team manager or coach. Vice Presidents may mange, coach, or umpire provided they do not serve on the Protest Committee. (Regulation 1 (b)).

Section 6: Appointed Officers

The following are the appointed officers of Citrus LL and must be appointed by the President of Citrus LL and approved by the Board.

NOTE: Appointments for other positions may be made as the need arises. The following officers, however, must be appointed by the President of Citrus LL.

- A) Official Scorekeeper
- B) Equipment Manager
- C) Safety Officer
- D) Sponsor Chairperson
- E) Umpire in Chief
- F) Information Officer

Section 7: Approval of Appointments

All regularly appointed officers must be approved by a majority of the current membership of the Board of Directors.

Section 8: Terms of Office

Terms of office for any appointed officer shall run from August 1st of the year appointed to July 31st of the following year. At the conclusion of their term another appointee takes office.

Section 9: Vacancies

A vacancy in any appointed office shall be immediately filled by the President subject to Board approval and a majority vote.

ARTICLE VII – BOARD OF DIRECTORS

Section 1: The Board of Directors shall be granted the authority of general supervision of the officers of Citrus LL and, except as otherwise noted in these bylaws, shall be the legislative body responsible for the management of the property and the affairs of Citrus LL.

Section 2. Members

The Board of Directors of Citrus LL shall consist of the following persons:

- A. The officers as provided in Article V, Section 3.
- B. League Safety Officer
- C. Equipment Manager
- D. Official Score Keeper/ Announcer
- E. Assistant Auxiliary Chairperson / Fundraising
- F. Information Officer

Section 3: Chairman

The President of Citrus LL shall preside as ex officio chairman at all Board meetings. The order of succession shall determine the chairman in the Presidents absence. A presiding chairman if the board of Directors may only vote to break a tie.

Section 4: Duties and Powers

Apart from functions as the primary legislative body of Citrus LL, the Board of Directors shall have the power to appoint such standing and special committees as it shall determine necessary and to delegate to them such powers as the board shall deem advisable and which it may properly delegate.

ARTICLE VIII – VOTING PROCEDURES

Section 1: Eligibility

- A) All regular Members may vote at any open board meeting. All Regular Members shall have the right to vote for the elected offices of their choice at either the Annual or at any special meeting called for that purpose.
- B) Only members of the Board are entitled to vote at any Board Meeting

Section 2: Rules of voting

Unless otherwise noted in these bylaws, Roberts Rules of Order shall govern all of the voting procedures of the Citrus LL. The exercise of vote by proxy shall be specifically limited in all cases to the procedures outlined in Roberts Rules of Order.

ARTICLE IX – FINANCIAL PROCEDURES

Section 1: The fiscal year of Citrus LL shall begin on October 1st and shall end on September 30th.

NOTE: The above fiscal year must be chosen if the Local League intends to qualify under the Little League Baseball, Inc. Group Tax ID number.

Section 2: The Board shall not pass the solicitation of funds in the name of Little League Baseball unless all of the funds so raised are place in the local league treasury.

Section 3: No Directors, Officers, or Members of Citrus LL shall receive directly or indirectly any salary, compensation, or emolument from the league for services rendered as Director, or Officer, or Member.

Section 4: The Board of Directors shall decide all matters pertaining to the finances of Citrus LL and it shall place all income in a common treasury directing the expenditures of same in such a manner as will give no individual or team an advantage over those in competition with such individual or team.

Section 5: All moneys received for the league must be recorded immediately with the league Treasure or President.

Section 6: All disbursements shall be made by check. Records of all checks and receipts of purchases are to be kept by the Treasurer. Checks must be signed by 2 of the following; the league treasure, President, or secretary.

NOTE: If any of the two are related; the next officer in succession shall replace the related President as authorized signature.

Section 7: Only the Board of Directors, acting in a regular or special meeting, may authorize the expenditures of funds by a person not otherwise authorized by these bylaws.

Section 8: Purchase orders shall be required whenever Citrus LL shares expenses with another league or organization. Such purchase orders must be counter signed by a representative of both Citrus LL and the other organization before league funds are released. A purchase order may be used for pre-approved expenditures that the league may incur. Any Board Member purchasing items for the league with a purchase order must get Board approval for an amount. The purchase order must be signed by the Treasurer and the President. Purchase orders must be presented to the Treasurer who may then cut a check signed by the appropriate Board Members.

Section 9: At the end of each little league year, the Board of Directors shall have the financial records for that year audited. Said audit is to be performed by approved by the League Officers. To be included in the audit shall be a comparison between the year’s minutes and disbursements and deposits.

Section 10: Distribution of Property upon Dissolution: Upon Dissolution of the Citrus LL and after all outstanding debts and claims have satisfied. The members shall distribute the property of Citrus LL to such other organization (s) maintaining an objective similar to that set forth herein, which are or may be entitled to exemption under Section 501. (c) of the Internal Revenue Code of any future corresponding provision.

ARTICLE X – FIELD DECORUM

Section 1: The field decorum of all manager, coaches, players, umpires, all regular members and Board Members should at all times be consistent with the objectives of Citrus LL and the Official Regulations and Rules of Little League Baseball. This shall include but not be limited to satellite fields, team’s functions and “Social Media” as well, any and all actions taken on a social network will have the same responsibilities as those taken on the field.

Section 2: It shall be the duty of the Umpire in Chief of the game involved to inform the President whenever a manger, coach, or player had been removed from a game. It shall be the President’s duty in all cases to require the person ejected to appear before the Review Board to explain their actions, prior to their next scheduled game.

- A)** The Review Board shall be comprised of the President, Player Agent of the affected division, and at least two (2) other non-affected Board Members. The Umpire in Chief may also be called in to the review board if requested by the President. See Article XI section 4 for more details on the Review Board members.

Section 3: For the benefit of managers, coaches, and players field decorum and what is expected of the participants in the baseball program is further detailed in Appendix A to these bylaws.

Section 4: Whenever a manager, coach, or player has been ejected from a ball game, the Umpire in Chief and the Umpire who ejected such participant (if different) shall be required to submit within 24 hours a letter to the President explaining their actions. Any Umpire who ejects a manager, coach, or player shall be called before the Review Board described in Section 2 above to further clarify his/her actions if needed.

Section 5: Only approved managers and coaches that are Board approved for the specific team may occupy the dugout during a game for player supervision. Any person that has not been by the Board for coach or manager is not to be on the field. There should only be 3 league approved officials in the dugout at all times. There will be no replacement for coaches or manager expulsion for that game and the next game.

ARTICLE XI – COMMITTEES

Section 1: Standing Committees may be formed by the Board of Directors as noted above. Only the Board of Directors can create standing committees.

Section2: Protest Committee. A committee of the President, Umpire in Chief , and the Player Agent of the affected division and one or more other officers or Directors who are not managers or umpires.

NOTE: Little League Rules 4.19 (1). The league will set these committees prior to the season so as to avoid the appearance of impropriety and to set a standard of fairness and consistency. The committees will be named in the Bylaws under General Information.

Section 3: Review Board

A committee of the President, player Agent of the affected division and at least two (2) other non-affected Board Members. The Umpire in Chief may be called upon for this board if it is deemed necessary by the President.

NOTE: Little League Rules 9.05 (a), (b), and (c). The league will set these committees prior to the season as to avoid the appearance of impropriety and to set a standard of fairness and consistency. The committees will be named in the Bylaws under General information.

ARTICLE XII – AFFILIATION

Section 1: Charter: Citrus LL shall annually apply for charter from Little League Baseball, Inc., and shall do all things necessary to obtain and maintain such charter. Citrus LL 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 Inc., Williamsport, Pennsylvania, shall be binding on this league.

Section 3: Citrus LL Rules: The local rules of this 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 and Regulations of Little League Baseball.

ARTICLE XIII – CHANGE OR AMENDMENT

Section 1: The Bylaws Proper: The bylaws proper, i.e., Article I through Article XIII inclusive, may be enlarged, amended, or replaced in part or in whole only by two-thirds vote at a meeting of the Regular Members. A quorum shall consist of the lesser of 50 members or 15% of the Regular Members plus the majority of the Board of Directors. Proper notice of such meeting shall require publication no later than three (3) days in advance of the time of the meeting. It must include time, date, place and general purpose of the meeting.

- A) QUORUM:** No vote may be taken upon any proposed amendment to the bylaws proper without a quorum being present and certified by the league Secretary. This shall be a verbal roll call.

- B) NOTICE:** No vote may be taken upon any proposed amendment to these bylaws if proper notification had not been ascertained. Notice may be appealed later at a special meeting called for that purpose.
- C)** All of the provisions of quorum notification requirements outlined in Article IV Section 5, Clauses A and B are mandatory for the purpose of the Article.

Section 2: Appendix A: Appendix A is to be considered an integral part of these bylaws. It is therefore binding upon all Officers, Directors, and Members of Citrus LL. Appendix A deals with the basic operative procedures of the baseball program itself and is in all cases superseded by the Rules and Regulations of Little League Baseball, Inc. It can be changed or amended in part or in whole according to the procedures outlined above or by the majority vote of the Board of Directors.

Section 3: Appendix B: Appendix B deals with the duties of the Officers of Citrus LL in detail and is to be considered an integral part of these bylaws here written. It can be changed or amended in parts or in whole according to the procedures outlined in Section 1 of this Article, or by a majority vote of the Board of Directors. A Board committee set up for the purpose in an attempt to constantly improve league procedures as they are connected with Appendix B should review the Appendix annually.

Section 4. A draft of all proposed amendments shall be submitted to Little League Regional Headquarters for approval.

Constitution was approved by the Citrus Little League membership.

League ID # 4052101

Federal ID # Available Upon Request

State ID # Available Upon Request

CITRUS LITTLE LEAGUE BY-LAWS

PLAYER PARTICIPATION

SELECTION AND DRAFT OF PLAYERS

Section 1: Each Little League Major Division team must leave the draft with twelve (12) players. Each Minor Division team will leave the draft with no more than thirteen (13) player per team.

Section 2: Each Major Division team may only have two (2) 10 year old players on their roster at any time unless the board deems fit that a maximum of three (3) 10 year olds should be placed on a major team. If a Majors Division team needs to replace a player during the year, they may only add one (1) 10 year old if they have less than two (2) 10 year olds in their roster at the time and not to exceed 3 if the board has approved that for the current season.

Section 3: If after all teams have been formed and a 12 year old player signs up for the league, his parents will be given the option to waiver allowing that player to play in the Minor Division. If the player chooses to play in the Minor Division, he will be eligible to be drafted up to a Majors Division team if an opening occurs but it is not mandatory that he be chosen.

Section 4: If a 12 year old player signs up before the tryouts end and does not attend the required number of try outs, he must still be placed on a Majors Division team. The President and the Player Agent will sit down with the Majors Managers to discuss the draft, using Method A for drafting, as noted in the Little League Rule Book.

Section 5: Each year after the Major League draft, each respective Player Agent shall compile a list of all players age 10 through 12 (LL) who have not been chosen to play on a Major Division team. All eligible player candidates shall be placed in the player pool from which Minor teams are drafted.

Section 6: Eight year olds will play in the Rookie Division unless approved by the league's board to try out for the Minor Division. After the Major and Minor division drafts, the Player Agent shall compile a list of all players age 9 who have not been chosen to play on a Minor Division team. All eligible player candidates shall be placed in the player pool from which the Rookie Division teams are to be placed.

Section 7: The Board of Directors reserves the right to hold a special meeting to address the specific situation where a player has the ability or inability to play in their designated division as specified in Section 5 and 6. This special meeting will be called by the President to address safety and the best interest of all children involved.

Section 8: The number of players on a team in the 50-70/Senior Divisions will be determined by the Board of Directors prior to the draft for the affected division.

Section 9: 50/70 Division- any 11 or 12 year old may be eligible to play in the 50/70 division after 1 year of Major division play and approval of the board.

Section 10: Definition of eligible players

LITTLE LEAGUE AGES:

NOTE: Special circumstances are represented below with an *

*4 to 6 year old, eligible for T-Ball

*6 to 9 year old, eligible for Rookie Division

*8 to 12 year old, eligible for Minors Division

*10 to 12 year old, eligible for Majors Division

*12 to 3 year old, eligible for 50/70 (intermediate)

*14 to 16 year old, eligible for Seniors

All eligible players must attend at least 50% of the tryout events to be eligible for the Minors, Majors, Intermediate and Seniors divisions.

LITTLE LEAGUE MAJOR AND UPPER DIVISION DRAFT

Section 1: Under the direction of the Player Agents, a thorough tryout program for prospective players shall be held every year. All eligible players must attend at least 50% of the dates to be eligible to be drafted on draft day or drafted at a later date to a Minor or Major league team. Players failing to comply with this provision will not be able for the Majors division until the completion of 25% of the Major teams.

NOTE: These players will be placed on a Minor team, as they are ineligible for the draft. Any player failing to attend at least 50% of the events shall lose the status of candidate unless that player presents an excuse, which is accepted by a majority of the Board of Directors (Little League Regulation IV – The Players –F).

Section 2: From the player pool described immediately above, the Major teams will draft one player per team, per round until all rosters are completed. All team rosters must be filled with 12 players at the time of the draft.

Section 3: In determining the draft order for the Little League division, the winner of each half shall retain the 5th and 6th draft pick, 6th being the league winner and remaining draft choices shall be determined by overall record. Any ties in records will be resolved by head to head competition. The method will also be utilized by the Intermediate (50/70) division if there is not a re-draft of the division from the prior season.

Section 4: In all cases the draft will be conducted according to the procedures outlined by Little League Baseball, Inc.

Section 5: In the event a manger has a child to be drafted, that child shall take the position of pick number five (5). This pick will be determined prior to the start of the draft.

Section 6: If a manager elects to have a coaches option pick in the draft, it will be the fourth (4th) pick in in such said draft.

- A) To be eligible for a coach's option draft pick, such said coach must have coached in Citrus LL within the prior two (2) spring seasons of the current draft.
- B) Only one coach's option pick may be used per spring season draft

Section 7: In the event that two brothers are entering the same draft, a brother's option pick must be back to back picks in such said draft.

FORMATION OF MINOR TEAMS

Section 1: Managers will draw numbers to determine order in which they will draft.

Section 2: After the Major League draft, the Player Agent shall compile a list by age group of all players age 10 through 12 (LL) who have not been chosen to play on a Major League team.

Section 3: After the Minor division draft has been completed; all remaining 9 year olds shall be placed in the player pool from which Rookie teams are to be placed. Each Rookie team will consist of a total

number of players to be decided by the Board of Directors. It shall be the duty of the League Player Agent to ensure that all Rookie rosters remain as consistent with this initial total as circumstances permit.

Section 4: In the event a manager has a child to be drafted, that child shall take the position of pick number five (5). This pick will be determined prior to the start of the draft.

Section 5: If a manager elects to have a coaches option pick in the draft, it will be the fourth (4th) pick in in such said draft.

- C) To be eligible for a coach's option draft pick, such said coach must have coached in Citrus LL within the prior two (2) spring seasons of the current draft.
- D) Only one coach's option pick may be used per spring season draft

Section 6: In the event that two brothers are entering the same draft, a brother's option pick must be back to back picks in such said draft

GAME PARTICIPATION

Section 1: All divisions in Citrus LL will bat the entire bench. Unless otherwise decided by the district for upper division play.

Section 2: The T-ball division will bat the entire bench in each inning.

Section 3: If a player does not attend a game, the following procedures must be followed: The manager of the absent player (s) must report the absence to the Official Scorekeeper to be noted. In addition, he must notify the both the opposing manager and umpire.

Section 4: If a player cannot attend a game due to injury or illness, verification may be required if requested by the respective league Player Agent. If an injured player does attend a game but cannot participate in that game, verification may also be required at the request of the Player Agent and said player may be allowed in the dugout with said player's parental approval. However, said injured or ill player may NOT be allowed on the field of play at any time. If a player becomes injured or ill during the course of the game, the decision of the Umpire shall be final. (The Umpire should consult with the league Safety Officer whenever possible).

Section 5: In the event the Board of Directors officially releases a player from a team, a new eligible player must be drafted and replace the lost player within fourteen (14) days. If a manager has made no request for a replacement during the time allotted, the President and the Player Agent of the affected division will select a replacement. No new eligible players may be drafted to a team within two (2) weeks of the seasons end without the approval of the Board of Directors. In the event a player misses any two (2) consecutive games a Manager must report the absence to his/her Player Agent immediately, failure to do so may result in disciplinary action.

Section 6: Any team or coach failing to meet the provisions of the player's participation requirement is subject to Little League Regulation IV (1). The offending manager or coach must submit a written explanation to the Vice President within 24 hours of his or her notification of the offense and appear before the disciplinary committee to explain their action within one (1) week of the offense. If no

complaint or notification is made to an offending manager or coach this offense when discovered will be used as a reference only when dealing with future offenses. **PENALTY:** The player(s) involved shall start the next scheduled game and play no less than the entire game.

All managers have the option of benching a player for disciplinary reasons including, but not limited to, insubordination, missing excessive practices, fighting, etc., with the approval of the Division VP or President. "Notification must be given to the Player Agent"

MOVEMENT OF PLAYERS

Section 1: The Player Agent will handle all notification of players. If a player refuses to move upon notification of being called up to a higher division, the player will not be eligible to be called up for the remainder of the season and will not be eligible for tournament play.

Section 2: When a team from the Major division needs to replace a player, they will choose the player from a Minor division team. Once a Minor division team has lost a player to the major division team, they cannot choose another player until after each team in the Minor division has also had a player drafted up to the Major division. The Player agent for the Minor Division will advise all Major teams which Minor teams and players are eligible to be drafted up to the Major Division. The movement of players during the season is outlined by Little League Inc., Little League Rules I11, d:

Senior League: Eligible players for the Senior League player teams will be those on the waiting list

Intermediate (50/70) League: Eligible players for the Intermediate (50/70) League will be those on the player waiting list.

Majors: Eligible players for the Major teams will be those players on the Minors teams that meet the age requirements.

Minors: Managers must replace players with 9, 10, 11, and 12 year old candidates from the player waiting list up to the conclusion of the first half of division play. After the completion of one half season's play, the manager may have the option of selecting replacements from the Rookie program or the player waiting list.

SCORING RULES

Section 1: If after a regulation Little League game has been played (4 innings for Major, Minor, and 50/70; 5 innings for Senior and Big League), and the losing team is behind by 10 runs or more, the manager of the trailing team shall have the **OPTION** to concede the game. If the game is conceded, the score shall be recorded in the official score book as a ten run difference and no higher. (For example if the final score is 13-2, the game would be recorded as 12-2).

Scoring it as a 10-0 hinders the losing team whereas the winning team is already ahead by 10 runs and dropping one run is less hindering in the league standings.

GAME TIME RESTRICTIONS

Senior Division: All games consist of seven (7) innings plus extra innings if necessary and time allows. An official game for seniors is considered to be after 5 completed innings or 4 ½ innings if the home team is ahead at drop dead time. NO GAMES WILL END IN A TIE. The game will continue until there is a winner, even if there is a scheduled game after the game being played. In seniors, there can be unlimited runs scored per inning. Senior games will have a 2 hour and 15 minute time limit. The game will not start until the pitching log for each team is recorded at the scorer's table by the official scorer.

50/70 Division: All games will consist of six (6) innings plus extra innings if necessary and time allows. An official game for 50/70 is considered to be after 4 completed innings or 3 ½ innings if the home team is ahead at drop dead time. NO GAMES WILL END IN A TIE. The game will continue until there is a winner, even if there is a game scheduled after the game being played. In 50/70 there may be unlimited runs scored per inning depending upon interleague play. This will be discussed with each league involved. 50/70 games will have a 2 hour and 15 minute time limit. The game will not start until the pitching log for each team is recorded at the scorer's table by the official scorer.

Major Division: All games will consist of six (6) innings plus extra innings if necessary and time allows. An official game for Majors is considered to be after 4 completed innings or 3 ½ innings if the home team is ahead at drop dead time. NO GAMES WILL END IN A TIE. The game will continue until there is a winner, even if there is a game scheduled after the game being played. In Majors, there can be unlimited runs scored per inning. Major games scheduled to start at 7:30pm will have a drop dead time of 9:50pm. Previous games could go longer than expected as all Major games play a full 6 innings. There is a possibility that the 7:30pm game may not start on time. The drop dead time is still 9:50pm. In these cases. The game will not start until the pitching log for each team is recorded at the scores table by the official scorer.

Minor Division: All games will consist of six (6) innings plus extra innings if necessary and time allows. There will be a maximum of five (5) runs per team scored per inning. The inning is over when three (3) outs are recorded, five (5) runs are scored, or the team has hit the entire lineup. Start time will be game time. No time will be added if teams or officials are not ready to go at the scheduled time. The game will not start until the pitching log for each team is recorded at the scorer's table by the official scorer. Start times are 5:15pm and 7:30pm for Monday – Friday games. Start times for Saturday games will vary. All Minor games will have a two (2) hour time limit. Drop dead times will be at conclusion of those two (2) hours. A minors game is considered complete after 4 innings or 3 ½ innings if the home team is ahead at the drop dead time. NO GAMES WILL END IN A TIE. The game will continue until there is a winner. If drop dead time is reached, the game revert back to the last completed inning, provided 4 inning were completed. If the game is still tied or 4 innings have not been reached, the game will be suspended and rescheduled at the next available open in the division schedule. When the game is continued, the pitching rules will be in effect for each team on the day of the game and will not be based upon who was available at time of game suspension.

Games not completed: If 4 innings are not completed due to constraints, weather, or other reason, it will be considered a suspended game, and rescheduled and resumed at the point of suspension. Tie games will have the same rules for rescheduling if needed.

As long as one (1) inning has been completed, the suspended game will resume at the point at which it was stopped. If one inning has not been completed, the game will be deemed as having never started.

Tie Breakers:

Head to Head

Runs Allowed

Runs Scored

Coin Flip

First half and second half winners will play one Championship game to determine the Division Champion. If the first half and the second half are won by the same team, no championship game will be played and that team will be the Division Champion.

Rookie and T-ball Division

Each game will consist of up to six (6) innings. There will be a maximum of five (5) runs per team scored per inning in the Rookie Division. The T-ball Division will bat the entire bench in each inning. For those games played Monday through Friday, there will be drop dead time will be 1 hour and 30 minutes if a game follows.

ROOKIE DIVISION: PITCHING, BATTING, AND BASE RUNNING

Section 1: The Rookie division will be a coach pitch division. The coach must pitch from a minimum of thirty five feet away from all batters. No soft toss from the coach may be permitted.

Section 2: In the Rookie division, managers are REQUIRED to utilize a tenth player (four players in the outfield). No player shall play the same position more than three (3) innings in a game. A player may play catcher for up to three innings in a game.

Section 3: Teams must bat the bench

Section 4: No stealing bases. Base runner(s) may not advance on a wild pitch/pass ball. Base runners(s) may not advance on throw from catcher to the pitcher with batter up to bat. Multiple over throws and the runner(s) may advance equal to the number of over throws including home plate.

Section 5: Each batter shall be given four (4) pitches from the designated coach pitching. If a player does not put the ball into play with his/her 4 pitchers, the batter is to be considered out. If the fourth pitch is fouled off, another pitch will be given until the ball is put in play or missed completely.

Note: Section 5 only applies if Little League International allows 6 year olds to face live pitching. If not then the rookie division will use a pitching machine the entire season.

CITRUS CUP

Section 1: Citrus Cup will be recognized as a "Special Competition" and not part of the regular season. All teams in the Little League Major, Minor, Intermediate, and Senior divisions will participate in the Citrus Cup Tournament as determined by the final standings from the regular season.

Section 2: Each team's position in the Cup tournament is based off on regular season standings.

- A) If there are 5 teams, team #1, 2, & 3 receive a bye.
Team #4 plays #5 Winner of #4 & #5 plays #1; Teams #2 plays #3
The winner plays each other for the Cup.

- B) If there are 6 teams, Teams #1 & #2 receive a bye
Team # 3 plays #6; Team #4 plays #5
Winner of #3/#6 plays #1; Winner of #4/#5 plays #2
The winners play each other for the Cup.

- C) If there are 7 teams, team #1 receives a bye
Team #2 plays #7, Tem #3 plays #6, and Team #4 plays #5
Winner of #2/#7 plays the winner of #3/#6. Winner of #4/#5 plays #1
The winners play each other for the Cup.

SELECTION OF TOURNAMENT TEAM & MANAGER

Section 1: No later than May 15th, the Players Agent for each Division will report the President the names of all the players in the League not eligible for tournament play. At that time, the Player Agents will certify that all other players in the league are eligible, pursuant to guidelines set forth in the Little League Rule book. This will include the completion of all paperwork associated with any player who has moved from the League boundaries but remains eligible to play in the league.

Section 2: Tournament Team age groups are as follows...

9 & 10 year olds

10 & 11 year olds

11 & 12 year olds

50/70 (Intermediate) Division

Senior Division

NOTE: Order of player selection shall be the following excluding upper division teams;

11 & 12 year old team selects player first

10 & 11 year old team selects players second

9 & 10 year old team selects third

Section 3: Each year the League President and the Player Agents shall prepare a ballot of all eligible players by team for the purpose of tournament team selection. Player eligibility is to be determined by Little League Rules and Regulations.

NOTE: All teams by division to be included on one ballot

Section 4: Tournament Teams

11-12 Year Olds Tournament Team

Tournament teams will be selected by ballot with the top 2 picks by players in the Major Division who are 11 or 12 years old. (All players in the Division will vote) and the next 6 picks by the Division managers. The Tournament Manager has the authority to complete the roster. You then take the next 10 kids with the most votes and if there are any ties they are to be added to the list. The managers must finish their selection for the tournament team from this pool. The players can vote for no more than six (6) players and the Managers can vote for no more the ten (10) players. **NOTE:** In the event that a tie vote exists, the tournament team manager shall decide on the player to be selected. If a player is lost from the tournament team, the team manager shall choose the replacement.

9 & 10 Year old and 10 & 11 Year old Tournament Teams:

A list will be provided to each Manager in the Majors & Minors Division, no later than 3 weeks prior to the announcement of the tournament teams. This list will include all eligible players in the two divisions. Each Majors Division manager will choose no more than ten players for each team
Each Minors Division manager will choose no more than five players for each team
The lists will be given to the League President at least 2 weeks prior to the announcement of the Tournament Teams. The League President, the Little League Agents, and all Minor and Major Managers will meet to make selections. The player list will include up to 12 players from the Major division and up to 8 players from the Minors division.

Note: Additional names will be added in case of a tie vote.

The list of names will be given to the Tournament Manager for consideration, once a manager has been approved.

The managers must be chosen from the list if names provided under the rules listed above. The team must be chosen and presented to the League President at least 7 days prior to the announcement of the Tournament Team.

There must be a minimum of twelve (12) players on each All Star Team. The Board of Citrus Little League encourages each Manager to take the maximum allowed number of players so that more players can enjoy the All Star experience and so that the full complement of coaches is available.

Upper Divisions Tournament Play

Players: A ballot will be provided to each player in the Upper Divisions no later than 3 weeks prior to the announcement of tournament teams. This list will include all eligible players from the division.

Each player can vote six players, up to 3 players from their own team. The ballots must be given to the league president at least 2 weeks prior to the announcement of the tournament team. The league president and senior player agent will tabulate the votes.

The top 4 players with the most votes will be selected to the all-star team. In case of a tie the team manager has the right to make final decision.

Managers: All team managers in the senior division will be given a list of all eligible players in the senior division. Managers are to make a list of their top nine players in the division.

The league president and senior player agent will compare the manager's top nine player list. All players that are in all of the managers list will be selected to the team. The team manager can add additional players if needed. The Upper Division teams can have up to 15 players.

Section 5: Balloting will take place prior to June 1. Players may not vote for members of their own team. Exception for 50/70 and Seniors. They can vote for up to 3 players on their own team.

Section 6: The Player Agents and Minor Vice Presidents will collect Team Rosters and be responsible for counting ballots. Under no circumstances will results of balloting be made public until the date prescribed by Little League Baseball, Inc.

Section 7: The voting for All Star teams is to be completed in total secrecy. The League President, Player Agent, and Tournament team Managers are the only individuals who are to be made aware of the names in consideration. Any and all names should never be discussed. The results of the voting or selection process, is not open for parental or individual board member review.

Section 8: Upon Board approval, the Tournament Manager will be considered the manager whose team finished first in order of standing of the current year. If such individual chooses not to manage the team, it will be offered to the second place team manager and in descending order thereafter. Unless there is a complaint on file or manager was disciplined during the regular season.

Section 9: Upon Board approval, a Tournament Team Manager will recommend a coach so long as such individual is currently listed as an approved coach or manager if Citrus LL.

Section 10: Upon approval by District contact, any player who in a previous season did not fulfill Little League Tournament obligations and restrictions, may be ruled ineligible for future Tournament Teams.

PLAYING SCHEDULES

Section 1: All schedules should confirm to Little League Baseball Rules and Regulations.

Section 2: The scheduled for all divisions are to be complied by the Information officer and must be approved by the Board of Directors

FIELD DECORUM

Section 1: Players

Every member of every team will conduct himself in a sportsmanlike manner at all times.

All players not actively engaged in the game as a defensive player, a base coach, batter, or on deck batter shall remain in the dugout at all times. Players may warm up in the bullpen only upon instruction from their manager with spotter wearing a helmet. Failure to act in a sportsmanlike manner or display proper field decorum will disqualify the payer from the game. Ejection from any ball game for any reason may require an appearance at a Review Board.

Examples of un-sportsman like conduct are as follows:

- a) Throwing the helmet, bat, or glove in anger or disgust with himself, other players, or the umpire will not be permitted.
- b) Showing obvious dissatisfaction in any manner with the umpire's decision. A team manager, never a player, may approach an umpire to ask a question.

- c) Yelling at members of the opposite team in a derogatory manner, or yelling calculated to upset the opposing team is expressly forbidden. No specific name may be used at any time when addressing someone other than another team member.
- d) All base running should be done in the safest possible manner
- e) No foul language for any reason whether intentional or involuntary will be tolerated at any tie. This is grounds for immediate ejection from the game.

Section 2: Managers, coaches, and team representatives

Each team Manager, Coach, and team representative will conduct themselves in a sportsmanlike manner at all times. Actions requiring dismissal from the field will result in suspension from the next scheduled game and the person involved being called before a special meeting of the disciplinary committee to investigate further and take appropriate action prior to coaching or managing in any other game.

Examples of the unsportsmanlike conduct are as follows:

- a) Yelling at the umpire for any reason will not be tolerated
- b) Any action of any team manager or coach which incites the spectators in the stands, no matter what the action, will result in immediate action by the umpire.
- c) Tobacco use in any form is prohibited. This rule also bars the manager, coach, or team representative from leaving the dugout to use tobacco.
- d) Questioning an Umpires judgment call.
- e) Leaving the dugout without permission. Only an umpire may grant permission for a Manager or coach to leave the dugout. Permission will only be granted to one manager or coach at a time. This will be enforced.
- f) No foul language at any time whether intentional or involuntary will be tolerated for any reason. This will be grounds for immediate dismissal from the league.
- g) Being under the influence of alcohol or drugs shall not be tolerated during a game or at practice. The penalty will be immediate dismissal from the league.

Section 3: General

- A) For both managers and players, no warnings has to be given by the umpire before ejection. If in the judgment of the umpire the violation of field decorum was sufficiently severe, he may immediately eject the offender(s).
- B) Upon ejection of a manager, coach, or player they must not only vacate the playing field and the dugout, but must leave the ball park as well (Little League Rule 4.07). Ball players should not be made to leave the park without the proper supervision of an adult. If such manager, coach, or player refuses to comply with Rule 4.07; the Umpire may call the game and refer the matter to the Board for a decision. Upon ejection or suspension, it is the Boards wish that the Manager not only leave Red Hill Park, but must not be in the view of the playing field, or will be subject to further discipline. In addition, any such manager or coach who refuses to comply will receive an automatic four (4) game suspension. Any player, who refuses to comply, will receive an automatic two (2) game suspension.
- C) The drinking of any alcoholic beverage at Red Hill Park, by any member of Citrus LL, before, during, or after a game or practice will not be permitted.

Note: Little League Baseball prohibits the use of drugs or alcohol at or near games or practices. The use of drugs or alcohol at Red Hill Park or at a school practice site is illegal.

- D) All new managers and coaches must attend and complete a coaching clinic, annually. This includes all new managers and coaches entering a new division.
- E) Each team member is given the responsibility to care for all equipment and uniforms entrusted to them for their team. The team uniform issued by the league will be utilized throughout the season, unless permission is specifically authorized by the league board.

SAFETY REQUIREMENTS

It shall be the responsibility of all officers, directors, and members of Citrus LL to ensure the safety of the player is always well protected. Every possible measure should be taken to minimize unsafe conditions wherever they exist. This is particularly the duty of the team managers and coaches in their practice sessions.

CITRUS LITTLE LEAGUE SAFETY CODES

- A) First Aid kit must be available at the field at all times
- B) No games or practices should be held when weather and smog conditions are not good, particularly when lighting is inadequate.
- C) Playing area should be inspected frequently for holes, damages, stones, and other foreign objects. The bases and home plate should be checked frequently to ensure fastened securely. The fences should be checked frequently to guard against sharp objects which may injure a player, the backstop should be padded for the safety of the catcher. All sprinkler heads and water fixtures should be underground or fitted with a protective covering.
- D) Equipment should be inspected regularly to make sure it fits properly.
- E) All male players must wear a cup and supporter.
- F) Players must not wear watches, rings, pins, or other jewelry items.
- G) There will be no eating, chewing of gum, drinking (except water and sports drinks) permitted on the playing field or dugout/bench.
- H) All batters, runners, and base coaches must wear approved protective helmets during all practices and games. Adult coaches excluded.
- I) During games, all loose equipment should be kept inside the dugout area.
- J) Spectator screens should be checked for loose or torn areas.
- K) An adult must be present at every practice session. The players should be told to meet only when adult supervision is on hand.
- L) During warm up drills, players should be spaced so that no one is endangered by wild throws.
- M) Only league approved managers, coaches, players and umpires are permitted on the playing field during all games or practices.
- N) It shall be the duty of the team manager, whenever a player has been injured, to report such and injury to the appropriate Player Agent and /or the league Safety Officer. It shall further be the responsibility of such manager to secure a medical release form from a doctor before such player can resume play or practice. (Either the Player Agent or the Safety officer can waive the medical release if the injury proves to be minor).

- O) The league should always maintain a good and proper insurance coverage for all players, directors, and officers of the league. Insurance coverage for the league must be reviewed and decided upon every year by the Board of Directors no later than their December meeting.

GENERAL INFORMATION ALL DIVISIONS

All divisions in Citrus LL shall bat the roster. All defensive changes must be made with the official scorekeeper at the time the change is made.

With two (2) outs in the inning, a courtesy runner shall be allowed for the runner who is entered as the current catcher on record.

Minor, Major, and Senior Divisions may use an INTENTIONAL WALK only one (1) time, per player, per game. The counting of pitches in this instance will align with the pitching rules in the 2014 Official Regulations and Playing Rules for Little League.

50/70 Division: The 50/70 (Intermediate) Division has established a player pool so that competitive games may be played. If a team has twelve (12) players on their roster, the player pool is not to be used. It is the responsibility of the manager, coaches, and parents to ensure that a minimum of nine (9) players are present at the start of each game. If a player is to be absent, a minimum of 24 hours telephone notification should be given by the manager to the Vice President prior to the start of the game. The manager shall notify the Vice President of the name of the absent player. If a player misses two (2) consecutive games for three (3) total games, a meeting will be held with the Vice President, Player agent, President, Manager player and his/her parent or guardians. The meeting will be held to discuss how to rectify the situation and to explain the absences. If a team uses the player pool three (3) times, a meeting will be held with the Vice President, Player Agent, President, and Manager to discuss the reason for the multiple uses of the player pool. Only the Vice President will assign players from the player pool.

REVIEW BOARD

NOTE: Secretary will be part of all Boards to document proceedings, will not input on decision unless decided on as an alternate.

Minor, Rookie, and T-Ball

- President
- Player Agent
- Major VP
- Upper Division VP

Major Division

- President
- Player Agent
- Minor VP
- Upper Division VP

50/70 (Intermediate) Division

- President
- Player Agent
- Majors VP
- Minors VP

PROTEST COMMITTEES

Minor Division

- President
- Umpire in Chief
- Player Agent
- Safety Officer

Major Division

- President
- Umpire in Chief
- Player Agent
- Safety Officer

NOTE: In the event that one of the individuals listed above has a conflict of interest by being tied to the situation being heard, the President will immediately appoint an alternate to assist in the matter. If the President is the person with the conflict of interest, the Vice President will appoint an alternate to assist in the manner.

DUTIES OF OFFICERS

PRESIDENT:

- A) To apply for charter annually from Little League Headquarters.
- B) To have the power to make and execute, for the name of Citrus LL, such contracts and leases which may have received, the prior approval of the Board or the Regular Members.
- C) To attend Presidents' meetings held by District 71
- D) To be responsible for all mail and supplies from Little League Headquarters.
- E) To ensure that all correspondences with Little League Headquarters is faithfully and promptly returned.
- F) To ensure the league has proper insurance coverage and the required medical release forms are properly complete on annual basis.
- G) To apply for a health permit for the snack bar.
- H) To maintain corporate status through Franchise Tax Board.
- I) To be responsible as the Chief Executive Officer of the league for carrying out the affairs of the league in accordance with the bylaws and in accordance with the Rules and Regulations of Citrus LL.

PRESIDENTS' DUTIES AS LEAGUE OFFICER

- A) To preside as the ex-officio chairman at all open and closed board meetings of Citrus Little League and the call special meetings as provided in Article IV, Section 4 of the bylaws of Citrus LL.
- B) To preserve order at all meetings in accordance with Robert's Rule of Order.
- C) As chairman of a meeting, to cast the deciding vote in all such matters in the event of a tie vote.
- D) To select suitable candidates for appointed offices by and with the approval of the Board as outlined in Article VI, Section 2 and 3 of these bylaws.
- E) To appoint all member to all such committees as may exist upon taking office and shall fill vacancies on such committees as they occur, subject to approval of the Board of Directors.
- F) With the assistance of the Player Agent, examine the application of supporting proof of age document of every player candidate to certify as to the age and residence eligibility prior to tryouts.
- G) To be responsible for the convening of a nominating committee meeting prior to the annual meeting.
- H) To ensure that all Board Members, team managers, and coaches have copies of these league bylaws, ground rules, safety requirements and Little League rule books prior to April 1.
- I) To appoint a protest committee according to the regulations of Little League Baseball, Inc.
- J) To call special Review Board meetings for the examination of player, manager, and coaches misconduct.

FIRST VICE PRESIDENT/ Major Division

- A) To assist the President whenever services might be required.
- B) To preside and fulfill all the duties of the President in their absence.
- C) Shall be the administrative head of the Little League Major program responsible to the Board of Directors. Shall assist all managers in their administrative duties so as to allow them to perform the primary duty of working with their players.
- D) Shall be primarily responsible with the assistance of the Little League Major managers for the maintenance of the Little League Major field.
- E) Shall preside as ex officio chairman of the nominating committee.

SECOND VICE PRESIDENT/ Minor Division

- A) Shall assist the President whenever services might be required.
- B) To preside and fulfill all duties of the President in the absence of the President and the First Vice President.
- C) Shall be the administrative head of the Minor division program responsible to the Board of Directors. Shall assist all Minor managers in their administrative duties so as to all them to perform the primary duty of working with the players.
- D) Shall be primarily responsible with assistance of the Minor managers for the maintenance of the Minor field.

THIRD VICE PRESIDENT/ Rookie Division

- A) Shall assist the President whenever services might be required.
- B) To preside and fulfill all the duties of the President in the absence of the President and the First and second Vice Presidents.
- C) Shall be the administrative head of the Rookie division program responsible to the Board of Directors. Shall assist all Rookie managers in their administrative duties so as to allow them to perform the primary duty of working with the players.
- D) Shall be primarily responsible with assistance of the Rookie managers for the maintenance of the Rookie field.

FOURTH VICE PRESIDENT/ Jr., 50/70 & Sr. Division

- A) Shall assist the President whenever services might be required.
- B) Shall preside and fulfill all duties of the President in the absence of the Presidents and the other Vice Presidents.
- C) Shall be the administrative head of the 50/70/Senior Division program responsible to the Board of Directors. Shall assist all 50/70/Senior managers in their administrative duties so as to allow them to perform their primary work with the players.

SECRETARY

- A) To act as the President in the absence of the President and Vice Presidents.
- B) To handle all correspondence as directed by the President.
- C) To maintain a running file of minutes and retain copies for three (3) years.
- D) At board and open meetings, present the minutes of the previous meeting for approval and inform the members and/or directors of unfinished business.
- E) To furnish the President and Board Members with a copy of the minutes of the previous meeting before the next regular meeting.
- F) Maintain and list of all officers, managers, directors, and committee members.
- G) Give notice of all meetings of the Citrus LL to the parties concerned, as outlined in Article IV, Section 5, Clause (B) of these bylaws.
- H) Notify officers, managers, directors, committee members, and members of their election or appointment.
- I) Shall maintain list of qualified voting members both Board and Regular.

TREASURER

- A) To act as the President in the absence of the President, Vice President, and Secretary.
- B) To stay informed at all times of the financial status of the league and to submit a financial report at all Board Meetings.
- C) To sign all checks for the expenditures after approval by the Board of Directors.
- D) Shall receive all monies and securities and deposit same in a place designated by the board of directors.
- E) Shall keep records of all receipts and disbursements of league funds.
- F) Shall sign receipts in duplicate for all cash monies received from various league functions.
- G) Shall ensure all bills are paid prior to due date as directed by the Board of Directors.
- H) Shall be responsible for league financial records at the annual audit.

- I) The fiscal year for the League runs from October 1 to September 30 of the following year. The filing of the Federal and State tax returns should be completed by November 15.

PLAYER AGENT

- A) To announce tryout periods.
- B) To register player candidates.
- C) To record attendance of player candidates at tryout sessions.
- D) To conduct league draft according to the Rules and Regulations of Little League Baseball, Inc.
- E) To record player selections and all other player transactions.
- F) To oversee and to record all trades.
- G) To maintain a list of all players in accordance with Little League Regulation II.
- H) To prepare rosters and player replacement forms for submission to National headquarters. To maintain team roster lists and distribute copies to all managers, coaches, officers and Board members. Such rosters should list each players' league age.
- I) Assist President in reviewing applications to verify residence and age eligibility.
- J) Shall preside over all transfers from the Minor to the Major league.
- K) Shall function as the representative of the player members in any dispute between them and the league or league personnel.
- L) Shall be responsible for the preparation of the Tournament Team balloting in their respective division.

UMPIRE IN CHIEF

- A) Must be a volunteer.
- B) To be responsible for the direction and managing of other umpires in all divisions.
- C) To conduct a school for all prospective umpires prior to the start of the season.
- D) To be a member of the protest committee.
- E) To be a member of the review board when needed.
- F) To correspond with Little League Headquarters on all questions and situations requiring clarification of Little League rules.

SAFETY OFFICER

- A) To assist the President of the league in the proper handling of all the insurance matters of the league.
- B) In charge of all reports and papers for accidents, death and damage claims.
- C) To represent the league at all District 71 safety meetings.
- D) To provide first aid facilities.
- E) To call to the attention of the board any and all unsafe equipment, field conditions, or safety violations.
- F) In conjunction with the League Umpire, inform all umpires, managers and coaches of Little League safety requirements.

AUXILIARY CHAIRPERSON

- A) To manager day to day operations of snack bar.
- B) To resolve snack bar personnel problems.

- C) To be responsible for setting up and schedule for team representation in the snack bar.

ASSISTANT AUXILIARY CHAIRPERSON/FUNDRAISING

- A) To set up organizational meetings for team mothers.
- B) To promote fund raising activities.
- C) To be responsible for the purchase and distribution of team pictures.

TEAM MANAGERS, COACHES, & TEAM REPRESENTATIVES

- A) To be responsible and subordinate to the bylaws of Citrus LL and rules and regulations of Little League Baseball, Inc. in all matters, as outlined in the Code of Conduct.
- B) To complete umpire school. All managers and coaches who have completed the school must attend at least one meeting every year thereafter.
- C) To acquaint themselves and their players with the objectives of Citrus LL through their practice sessions.
- D) To be responsible for the equipment issued to them each year and to ensure all team uniforms and equipment are turned in at the end of the season.
- E) To be responsible for team representation at all open and special open meetings.
- F) To inform the appropriate Player Agent every time there is a roster change. This includes injured players as well.
- G) To ensure field security, managers and coaches of the home team will escort snack bar personnel from the field area, when needed, after the final game of the day. Managers, coaches, and team members of the visitors' team will hang the sponsor banners at the first Saturday game of the day and will remove the sponsor banners after the last Saturday game.
- H) The home team will be responsible for field maintenance prior to their game.

OFFICIAL SCOREKEEPER

- A) To conduct a school for the training of league scorekeepers.
- B) To correspond with Little League Headquarters on all matters requiring clarification.
- C) To be responsible for the direction and the managing of the announcers and the game score keepers of each Citrus LL division.
- D) To keep a record of official standings throughout the year. To submit the final record of team standing to the league secretary at the end of the year with said record to be placed in the file of minutes.
- E) To maintain the official scorebooks for every division of play.

EQUIPMENT MANAGER

- A) To submit and annual equipment budget to the Board of Directors at their December meeting for approval.
- B) To purchase all playing inventory of league equipment.
- C) To maintain a running inventory of league equipment.
- D) To obtain more than (1) bid on all new equipment to be purchased. Such bids are to be reviewed by the board.
- E) To maintain playing equipment in good and safe condition.
- F) To distribute equipment to manager by the date of player draft.

- G) To list all equipment given to each team. Such a list is to be presented to the Board for possible comment or change.
- H) To ascertain that all equipment is returned, stored, and inventoried after the season. This inventory should be presented to the board.

PUBLICITY AGENT/INFORMATION OFFICER

- A) To be responsible for all league publicity that is not normally handled by the league Secretary.
- B) To keep up to date listing of team standings.
- C) To be responsible for completing the schedule of the regular season and citrus cup.