

League ID No: 04056211

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# FOUNTAIN VALLEY LITTLE LEAGUE CONSTITUTION

## ARTICLE I – NAME

This organization shall be known as the Fountain Valley Little League, hereinafter referred to as "Local League."

## ARTICLE II - OBJECTIVE

### SECTION 1

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

### SECTION 2

To achieve this objective, the Local League will provide a supervised program under the Rules and Regulations of Little League Baseball, Incorporated. All Directors, Officers and Members shall bear in mind that the attainment of exceptional athletic skill or the winning of games is secondary, and the molding of future citizens is of prime importance. In accordance with Section 501-(c)-(3) of the Federal Internal Revenue Code, the Local League shall operate exclusively as a non-profit educational organization providing a supervised program of competitive baseball and softball games. No part of the net earnings shall inure to the benefit of any private shareholder or individual; no substantial part of the activities of which is carrying on propaganda, or otherwise attempting to influence legislation, and which does not participate in or intervene in any political campaign on behalf of any candidate for public office.

## ARTICLE III – MEMBERSHIP

### SECTION 1

**Eligibility.** Any person sincerely interested in active participation to further the objective of this Local League may apply to become a Member.

### SECTION 2

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

- (a) **Player Members.** Any player candidate meeting the requirements of Little League Regulation IV shall be eligible to compete for participation. Player Members shall have no rights, duties or obligations in the management or in the property of the Local League.
- (b) **Regular Members.** Any adult person actively interested in furthering the objectives of the Local League may become a Regular Member upon election and payment of dues as hereinafter provided. Regular Members may be issued a card numbered in sequential order annually. The secretary shall maintain the roll of membership to qualify voting members. Only Regular Members in good standing are eligible to vote at General Membership Meetings. All Officers, Board Members, Committee Members, Managers, Coaches, Volunteer Umpires and other elected or appointed officials must be active Regular Members in good standing. All Regular Members will be charged dues annually. Note: Regular Members of the league automatically include all current Managers, Coaches, Volunteer Umpires, Board Members, Officers of the Board and any other person who is recognized by the Board as a volunteer in the Local League and who have paid their annual membership dues.
- (c) **Honorary Members** (Optional). Any person may be elected as Honorary Member by the unanimous vote of all Directors present at any duly held meeting of the Executive Board but shall have no rights, duties or obligations in the management or in the property of the Local League.
- (d) **Sustaining Members** (Optional). Any person not a Regular Member who makes financial or other contribution to the Local League may by a majority vote of the Executive Board become a Sustaining Member, but such person shall have no rights, duties or obligations in the management or in the property of the Local League.
- (e) As used hereinafter, the word "Member" shall mean a Regular Member unless otherwise stated.

**SECTION 3**

**Other Affiliations.**

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

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

**SECTION 4**

**Suspension or Termination.** Membership may be terminated by resignation or action of the Executive Board as follows.

(a) The Executive Board, by a two-thirds vote of those present at any duly constituted Board meeting, shall have the authority to discipline or suspend or terminate the membership of any Member of any class, including managers and coaches, when the conduct of such person is considered detrimental to the best interests of the Local League and/or Little League Baseball. The Member involved shall be notified of such meeting, informed of the general nature of the charges and given an opportunity to appear at the meeting to answer such charges.

(b) The Executive Board shall, in case of a Player Member, give notice to the manager of the team for which the player is a Player Member. Said manager shall appear, in the capacity of an adviser, with the player before the Executive Board or a duly appointed committee of the Executive Board. The player's parent(s) or legal guardian(s) may also be present. The Executive Board shall have full power to suspend or revoke such player's right to future participation by two thirds vote of those present at any duly constituted meeting (quorum is required).

**ARTICLE IV - DUES FOR REGULAR MEMBERS (NOT PLAYERS)**

**SECTION 1**

Dues for Regular Members may be fixed at such amounts as the Executive Board shall determine for a particular fiscal year. (See Article XI, Section 7 for fiscal year of this league.) *Note: Dues for Regular Members are separate from registration fees for Player Members, which are determined annually by the Executive Board. Annual dues for 2009 shall be \$1 per member. If no dues for Regular Membership are collected, Section 2 below does not apply.*

**SECTION 2**

Regular Members who fail to pay their fixed dues (*choose one*) ..  
\_\_ten (10) \_\_fourteen (14) \_\_twenty one (21) \_\_thirty (30) X (other) Prior to the beginning of Opening Day Ceremonies... of application to become a member may, by majority vote of the Board present at a Board meeting, be dropped from the rolls and shall forfeit all rights and privileges of membership.

**ARTICLE V - GENERAL MEMBERSHIP MEETINGS**

**SECTION 1**

**Definition.** A General Membership Meeting is any meeting of the membership of the league (including Special General Membership Meetings, Section 7). A minimum of one per year (Annual Meeting, see Section 6) is required.

**SECTION 2**

**Notice of Meeting.** Notice of each General Membership Meeting shall be delivered personally, electronically or by mail to each Member at the last recorded address at least (*choose one*) ...  
\_\_seven (7) X ten (10) fourteen (14) \_\_twenty one (21)  
... days in advance of the meeting, setting forth the place, time and purpose of the meeting. In lieu of the above methods, notice may be given in such form as may be authorized by the Members, from time to time, at a regularly convened General Membership Meeting.

**SECTION 3**

**Quorum.** At any General Membership Meeting, the presence in person or representation by absentee ballot of...  
\_\_one third (33.3 percent) \_\_one fourth (25 percent) X one fifth (20 percent)  
... of the members shall be necessary to constitute a quorum. If a quorum is not present, no business shall be conducted.

#### SECTION 4

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

#### SECTION 5

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

#### SECTION 6

**Annual Meeting of the Members.** The Annual Meeting of the Members of the Local League shall be held at the Closing Day ceremonies in June for the purpose of electing new Members, electing the Executive Board, receiving reports, reviewing the Constitution, appointing committees, and for the transaction of such business as may properly come before the meeting.

(a) The Membership shall receive at the Annual Meeting 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 applications, appropriations or expenditures have been made;
- (5) The names of the persons 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 Headquarters.

(b) At the Annual Meeting, the Members shall determine the number of Directors to be elected for the ensuing year and shall elect such number of Directors. The number of Directors elected shall be not less than six (6). The Local League membership may elect up to eight (8) Executive Directors.

(c) After the Executive Board is elected, the Board shall meet to elect the officers. After the election, the Executive Board shall assume the performance of its duties on September 1<sup>st</sup>. The Board's term of office shall continue until its successors are elected and qualified under this section.

(d) The Officers of the Executive Board shall include, at a minimum, the President, one or more Vice Presidents, Treasurer, Secretary, one or more Player Agents and a Safety Officer. The Board shall also include a minimum of one manager and one volunteer umpire. Only volunteer umpires may be elected to the Board.

#### SECTION 7

**Special General Membership Meetings.** Special General Membership Meetings of the Members, may be called by the Executive Board, Secretary, or President, at their discretion. Upon the written request of ... ten (10) ten (10) X twenty (20)... Members, the President or Secretary shall call a Special General Membership Meeting to consider the subject specified in the request. No business other than that specified in the notice of the meeting shall be transacted at any Special General Membership Meeting. Such Special General Membership Meeting shall be scheduled to take place not less than... X ten (10) fourteen (14) twenty one (21) thirty (30)... days after the request is received by the President or Secretary.

**SECTION 8**

**Rules of Order for General Membership Meetings.** Robert’s Rules of Order shall govern the proceedings of all General Membership Meetings, except where same conflicts with this Constitution of the Local League.

**ARTICLE VI - EXECUTIVE BOARD**

**SECTION 1**

**Authority.** The management of the property and affairs of the Local League shall be vested in the Executive Board.

**SECTION 2**

**Increase in number.** The number of Executive Directors so fixed at the Annual Meeting may be increased at any General Membership Meeting or Special Meeting of the Members. If the number is increased, the additional Executive Directors may be elected at the meeting at which the increase is voted, or at any subsequent General Membership Meeting. All elections of additional Executive Directors shall be by majority vote of all Regular Members present or represented by a properly executed and signed absentee ballot as outlined in Article V, Section 5, filed with the Secretary prior to the election meeting.

**SECTION 3**

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

**SECTION 4**

**Board Meetings, Notice and Quorum.** Regular meetings of the Executive Board shall be held immediately following the Annual Meeting and on such days thereafter as shall be determined by the Board.

(a) The President or the Secretary may, whenever they deem it advisable, or the Secretary shall at the request in writing of four (4) Directors, issue a call for a Special Board Meeting. In the case of Special Board Meetings, such notice shall include the purpose of the meeting and no matters not so stated may be acted upon at the meeting.

(b) Notice of each Board meeting shall be given by the Secretary personally, electronically or by mail to each Director at least four (4) day(s) before the time appointed for the meeting to the last recorded address of each Director.

(c) Five (5) members of the Executive Board shall constitute a quorum for the transaction of business. If a quorum is not present, no business shall be conducted.

(d) Only members of the Executive Board may make motions and vote at meetings of the Executive Board. However, the Executive Board may invite, admit and recognize guests for presentations or comments during Board meetings.

**SECTION 5**

**Duties and Powers.** The Executive Board shall have the power to appoint such standing committees as it shall determine appropriate and to delegate such powers to them as the Board shall deem advisable and which it may properly delegate. The Board may adopt such rules and regulations for the conduct of its meetings and the management of the Local League as it may deem proper, provided such rules and regulations do not conflict with this Constitution. The Board shall have the power by a two-thirds vote of those present at any regular Board or Special Board Meeting to discipline, suspend or remove any Director or Officer or Committee Member of the Local League in accordance with the procedure set forth in Article III, Section 4 (a,b).

**SECTION 6**

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

**ARTICLE VII - DUTIES AND POWERS OF THE BOARD**

**SECTION 1**

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

## **SECTION 2**

**President.** The President shall:

- (a) Conduct the affairs of the Local League and execute the policies established by the Executive Board.
- (b) Present a report of the condition of the Local League at the Annual Meeting.
- (c) Communicate to the Executive Board such matters as deemed appropriate, and make such suggestions as may tend to promote the welfare of the Local League.
- (d) Be responsible for the conduct of the Local League in strict conformity to the policies, principles, Rules and Regulations of Little League Baseball, Incorporated, as agreed to under the conditions of charter issued to the Local League by that organization.
- (e) Designate in writing other officers, if necessary, to have power to make and execute for/and in the name of the Local League such contracts and leases they may receive and which have had prior approval of the Board.
- (f) Investigate complaints, irregularities and conditions detrimental to the Local League and report thereon to the Board or Executive Committee as circumstances warrant.
- (g) Prepare and submit an annual budget to the Executive Board and be responsible for the proper execution thereof.
- (h) With the assistance of the Player Agent, examine the application and support proof-of age documents of every player candidate and certify to residence and age eligibility before the player may be accepted for tryouts and selection.
- (i) Oversee facility improvement activities.
- (j) Oversee and communicate to the Executive Board the activities of the City Liason, Marketing and Sponsorship Coordinator.
- (h) Execute field contracts and permits with the City of Fountain Valley.
- (i) Gain the support and funds necessary to implement a League-wide training program.
- (j) Coordinate mini-clinics as necessary.
- (k) Serve as the contact person for Little League and its manager-coach education program for the league.
- (l) Communicate the activities of the Nominating and Election Committees to the Executive Board.

## **SECTION 3**

**Vice President & Safety Officer – Upper Divisions (Minors, Majors and Juniors)** The Vice President shall:

- (a) Perform the duties of the President in the absence or disability of the President, provided he or she is authorized by the President or Board so to act. When so acting, the Vice President shall have all the powers of that office.
- (b) Perform such duties as from time to time may be assigned by the Executive Board or by the President.
- (c) Oversee the League equipment by ensuring distribution to all Managers within the Upper Divisions (Minors, Majors, and Juniors).
- (d) Assist in the inspection of league equipment for safety related equipment concerns.
- (e) Execute Manager disciplinary actions as determined by the Executive Board and/or League By-Laws and Standing Rules.
- (f) Maintain a list of approved practice facilities and team practice schedules.
- (g) Support the League Player Agent in conducting of Try outs.
- (h) Maintain communication with Division Directors of upcoming League Events.
- (i) Direct observation of Managers in order to provide feedback to the Executive Board.
- (j) Meet with Fountain Valley High School to secure field availability.
- (k) Oversee the Safety Coordinator in all aspects of safety related to the Local League, including but not limited to equipment inspection, safety training, etc. (l) Oversee and communicate the activities of the Directors for Juniors, Majors, Minor A and Minor B to the Executive Board.

## **SECTION 4**

**Vice President and Safety Officer – Lower Divisions (Farm and Tee Ball)** The Vice President shall:

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

- (c) Oversee the League equipment by ensuring distribution to all Managers within the Lower Divisions (Farm and Tee Ball).
- (d) Assist in the inspection of league equipment for safety related equipment concerns.
- (e) Execute Manager disciplinary actions as determined by the Executive Board and/or League By-Laws and Standing Rules.
- (f) Maintain a list of approved practice facilities and team practice schedules.
- (g) Support the League Player Agent in the assembly of teams within the Lower Divisions.
- (h) Maintain communication with Division Directors of upcoming League Events.
- (i) Direct observation of Managers in order to provide feedback to the Executive Board.
- (j) Oversee the Safety Coordinator in all aspects of safety related to the Local League, including but not limited to equipment inspection, safety training, etc.
- (k) Oversee and communicate to the Executive Board the activities of the Directors for Farm and Tee Ball.

## **SECTION 5**

**Secretary.** The Secretary shall:

- (a) Be responsible for recording the activities of the Local League and maintain appropriate files, mailing lists and necessary records.
- (b) Perform such duties as are herein specifically set forth, in addition to such other duties as are customarily incident to the office of Secretary or as may be assigned by the Executive Board.
- (c) Maintain a list of all Regular, Sustaining and Honorary Members, Directors and committee members and give notice of all meetings of the Local League, the Executive Board and Committees.
- (d) Issue membership cards or designate a member of the "Member Committee" to issue membership cards to Regular Members, if approved by the Executive Board.
- (e) Keep the minutes of the meetings of the Members, the Executive Board and Executive Board, and cause them to be recorded in a book kept for that purpose.
- (f) Conduct all correspondence not otherwise specifically delegated in connection with said meeting and shall be responsible for carrying out all orders, votes and resolutions not otherwise committed.
- (g) Notify Members, Directors, Officers and committee members of their election or appointment.
- (h) Conduct and distribute evaluation forms of Managers through membership feedback and provide results two (2) weeks after the close of the season.
- (i) Establish and maintain schedule for field duty for all Board Members.
- (j) Establish and maintain regular season and tournament schedules for presentation to the Executive Board.
- (k) Keep record of all votes for one (1) year.
- (l) Conduct All-Stars balloting/selection.
- (m) Serve as the primary contact person for Little League and eTeamz.com regarding optimizing use of the internet for League administration and for distributing information to League members and to Little League baseball.
- (n) Assign administrative rights to league volunteers and teams for eteamz.com.
- (o) Maintain a master schedule for all League activities.
- (p) Communicate with the League Team Mom coordinator all necessary information for communication or distribution to the coaches and managers of the League.
- (q) Communicate all activities of the League Team Mom to the Executive Board.
- (r) Communicate the activities of the Membership Committee to the Executive Board.
- (s) Oversee and communicate to the Executive Board the activities of the Membership Coordinator and Website Coordinator.

## **SECTION 6**

**Treasurer.** The Treasurer shall:

- (a) Perform such duties as are herein set forth and such other duties as are customarily incident to the Office of Treasurer or may be assigned by the Executive Board.
- (b) Receive all monies and securities, and deposit same in a depository approved by the Executive Board.
- (c) Keep records for the receipt and disbursement of all monies and securities of the Local League, including the Auxiliary, approve all payments from allotted funds and draw checks therefore in agreement with policies established in advance of such actions by the Executive Board. All disbursements by check must have dual signatures.
- (d) Prepare an annual budget, under the direction of the President, for submission to the Executive Board at the Annual Meeting.

- (e) Prepare an annual financial report, under the direction of the President, for submission to the Membership and Executive Board at the Annual Meeting, and to Little League Headquarters.
- (f) Approve all payments from allotted funds and draw checks therefore in agreement with policies established in advance of such actions by the Executive Board.
- (g) Provide a Financial Statement to the Executive Board at the first board meeting of each month.
- (h) Manage the online registration process.
- (i) Oversee and communicate to the Executive Board the activities of the Assistant Treasurer.

## **SECTION 7**

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

- (a) Record all player transactions and maintain an accurate and up-to-date record thereof.
- (b) Receive and review applications for player candidates and assist the President in verifying residence and age eligibility.
- (c) Conduct the tryouts, the player draft and all other player transaction or selection meetings.
- (d) Prepare the Player Agent's list.
- (e) Prepare for the President's signature and submission to Little League Headquarters, team rosters, including players' claimed, and the tournament team eligibility affidavit.
- (f) Notify Little League Headquarters of any subsequent player replacements or trades.
- (g) Provide League team size (number of teams per division) recommendations to the Executive Board and to the President within seven (7) days of completion of try-outs.
- (h) Ensure league team balance through a balanced draft, trades and player moves.
- (i) Maintain a player evaluation for purposes of maintaining league balance.
- (j) Attempt to resolve differences between the family, player, and team within the guidelines of the league structure.
- (k) Determine All-Stars eligibility and present affidavit to President for approval.
- (l) Order and distribute training materials to players, coaches and managers.
- (m) Oversee and communicate to the Executive Board the activities of the Equipment Purchaser Coordinator and Uniform Coordinator.

## **SECTION 8**

**Auxiliary.** The Auxiliary Director shall:

- (a) Coordinate the activities of the Auxiliary.
- (b) Review and evaluate auxiliary projects for raising money and disposition of profits, and make recommendations to the Board
- (c) The Executive Board shall approve in advance all projects and actions of the Auxiliary.
- (d) Coordinate Opening and Closing day activities;
- (e) Coordinate League fundraiser;
- (f) Coordinate League Picture Day;
- (g) Coordinate League Angels Day;
- (h) Communicate all activities of the Events Coordinator to the Executive Board.
- (i) Communicate all activities of the Snack Bar Coordinator(s) to the Executive Board.

## **SECTION 9**

**Chief Umpire.** The Chief Umpire shall:

- (a) Recruit, interview and recommend to the Executive Board for the appointment of staff umpires;
- (b) Train and provide personal direction to staff umpires;
- (c) Observe and schedule the staff umpires for all League games;
- (d) Remain up to date with all rules for the Local League, Regional and National Little League;
- (e) Oversee the Head Scorekeeper's staff and ensure the standings through the League Scorekeeper are accurate.
- (f) Establish training clinic schedules and attendance records of Team Managers and Coaches.
- (g) Conduct umpire clinics for new volunteers within the League.
- (h) Communicate all activities of the Building, Property and Grounds coordinators, Umpire Scheduling Coordinator and Scorekeeper Coordinator to the Executive Board.

## **ARTICLE VIII - EXECUTIVE COMMITTEE**

### **SECTION 1**

The Executive Board may appoint an Executive Committee which shall consist of not less than three (3) or more than five (5) Directors, one of whom shall be the President of the Local League.

### **SECTION 2**

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

### **SECTION 3**

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

## **ARTICLE IX - OTHER COMMITTEES AND COORDINATORS**

### **SECTION 1**

**Safety Coordinator.** The Executive Board may appoint a Safety Coordinator who shall:

- (a) Be responsible to create awareness, through education and information, of the opportunities to provide a safer environment for youngsters and all participants of Little League Baseball.
- (b) Develop and implement a plan for increasing safety of activities, equipment and facilities through education, compliance and reporting.

NOTE: In order to implement a safety plan using education, compliance and reporting, the following suggestions may be utilized by the Safety Coordinator:

- (1) Education - Should facilitate meetings and distribute information among participants including players, managers, coaches, umpires, league officials, parents, guardians and other volunteers.
  - (2) Compliance - Should promote safety compliance leadership by increasing awareness of the safety opportunities that arise from these responsibilities.
  - (3) Reporting - Define a process to assure that incidents are recorded, information is sent to league/district and national offices, and follow-up information on medical and other data is forwarded as available.
- (c) Work with the Vice President & Safety Officers for Upper and Lower Divisions to identify any safety issues within the League.

### **SECTION 2**

**League Information Officer.** The Executive Board may appoint a League Information Officer who shall:

- (a) Manage the league's official home page on eteamz.com or at www.fvll.org;
- (b) Ensure that league rosters are maintained on the site;
- (c) Ensure that league news and scores are updated on a regular basis;
- (d) Collect, post and distribute important information on League activities including direct dissemination of fund-raising and sponsor activities to Little League Baseball, district, public, league members and media;
- (e) Develop and distribute League newsletter twice per season.

### **SECTION 3**

**Coaching Coordinator.** The Executive Board may appoint a Coaching Coordinator who shall:

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

### **SECTION 4**

**Nominating Committee.** The Executive Board may appoint a Nominating Committee consisting of two (2) Directors and four (4) appointed Regular Members. The Committee shall investigate and consider eligible candidates and submit to the Executive Board a slate of candidates for the Executive Board. The Committee shall also submit for consideration by the Executive Board a slate of Officers and Committee Members.



#### **SECTION 5**

**Election Committee.** The Executive Board may appoint an Election Committee consisting of the Election Chairman, the clerk and tellers will gather and count the ballots. The total number of ballots shall be no more than the number of members present, except if the league has a provision for absentee ballots and which have been properly obtained and returned to the Secretary of the league in a sealed envelope prior to the election. The final election results are presented to the Executive Board by the Election Chairman within seven (7) days of the election.

#### **SECTION 6**

**Membership Committee.** The Executive Board may appoint a Membership Committee consisting of two (2) Directors and two (2) appointed Regular Members. The Committee shall receive the names of prospective Honorary, Sustaining and Regular Members, investigate for eligibility and recommend those qualified for election at the annual, regular or any special meeting of the Members or the Executive Board as the case may be.

#### **SECTION 7**

**Finance Committee.** The Executive Board may appoint a Finance Committee consisting of not less than two (2) not more than four (4) Directors. The Treasurer shall be an ex-officio member of the Committee. The Committee shall investigate ways and means of financing the Local League including team sponsorships and submit recommendations.

It shall be responsible for taking up collections at games, if such collections are authorized by the Local League, and shall turn over said collections to the Treasurer immediately after each game.

#### **SECTION 8**

**Building, Property and Grounds Committee.** The Executive Board may appoint a Building and Property Committee consisting of two (2) Directors and other appointed Regular Members. The Committee shall investigate and recommend available, suitable sites and plans for development, including ways and means, the latter in cooperation with the Finance Committee. It shall be responsible for repair and improvement recommendations, other than normal maintenance, and supervise the performance of approved projects. It shall be responsible for the care and maintenance of the playing field(s), buildings and grounds. It shall operate within the amount appropriated in the approved budget for that purpose.

#### **SECTION 9**

**Playing Equipment Committee.** The Executive Board may appoint a Playing Equipment Committee which shall secure bids on needed supplies and equipment and make recommendations for their purchase to the Board. The Committee shall be responsible for the proper issuance of such supplies and equipment and for the repair, cleaning and storage thereof at the close of the season.

#### **SECTION 10**

**Managers Committee.** The Executive Board may appoint a Managers Committee consisting of two (2) Directors. The Committee shall interview and investigate prospective managers and coaches, including those for the Minor League teams and recommend acceptable candidates to the President, for appointment and subsequent approval by the Executive Board. It shall, during the playing season, observe the conduct of the managers and coaches and report its findings to the President of the Local League. It shall, at the request of the President or Executive Board, investigate complaints concerning managers and coaches and make a report thereof to the President or Executive Board as the case may be.

#### **SECTION 11**

**Umpire Committee.** The Executive Board may appoint an Umpire Committee consisting of two (2)) Directors and other appointed Regular Members. The Local League President shall be chairman of any such Committee. The Committee shall recruit, interview and recommend to the President for appointment a staff of umpires, including a chief umpire and replacements. When appointed, the staff of umpires shall be under the personal direction of the Local League President, assisted by the Chief Umpire who shall train, observe and schedule the staff.

#### **SECTION 12**

**District Committee.** The Executive Board may appoint a District Committee consisting of the Local League President as chairman and two (2) other Directors. The Committee shall assist the District Administrator in

interleague district functions including the selection of members of the District Administrator's Advisory Committee and the selection of tournament sites and area tournament directors.

### **SECTION 13**

**Auxiliary Committee.** The Executive Board may appoint an Auxiliary Committee consisting of the Local League Treasurer and two (2) other Directors and other appointed Regular Members. The Committee shall coordinate the activities of the Auxiliary. It shall review and evaluate auxiliary projects for raising money and disposition of profits, and make recommendations to the Board. The Executive Board shall approve in advance all projects and actions of the Auxiliary.

### **SECTION 14**

**Auditing Committee.** The Executive Board may appoint an Auditing Committee consisting of two (2) Directors. The President, Treasurer or signatories of checks are not eligible. The Committee will review the Local League's books and records annually prior to the Annual Meeting and attach a statement of its findings to the annual financial statement of the President and Treasurer; or may, if directed by the Executive Board or Membership, secure the services of a Certified Public Accountant to accomplish such review.

### **SECTION 15**

**Minor League Committee.** The Executive Board may appoint a Minor League Committee consisting of two (2) Directors. The Chairman of the Committee shall be the Minor League Vice President and be responsible to the Local League President for the proper conduct of the Minor League operation.

## **ARTICLE X - AFFILIATION**

### **SECTION 1**

**Charter.** The Local League shall annually apply for a charter from Little League Baseball, Incorporated, and shall do all things necessary to obtain and maintain such charter. The Local League shall devote its entire energies to the activities authorized by such charter and it shall not be affiliated with any other program or organization or operate any other program.

### **SECTION 2**

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

### **SECTION 3**

**Local Rules, Ground Rules and/or Bylaws.** The local rules, ground rules and/or bylaws of this Local League shall be adopted by the Executive Board at a meeting to be held not less than one month previous to the first scheduled game of the season, but shall in no way conflict with the Rules, Regulations and Policies of Little League Baseball, Incorporated, nor shall they conflict with this Constitution. The local rules, ground rules and/or bylaws of this Local League shall expire at the end of each fiscal year, and are not considered part of this Constitution. (See Article XI, Section 7 for fiscal year of this league.)

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

### **SECTION 1**

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

### **SECTION 2**

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

**SECTION 3**

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

**SECTION 4**

**Disbursement of Funds.** The Board shall not permit the disbursement of Local League funds for other than the conduct of Little League activities in accordance with the rules, regulations and policies of Little League Baseball, Incorporated. All disbursements shall be made by check. All checks shall be signed by the Local League Treasurer and such other officer or officers or person or persons as the Executive Board shall determine.

**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 Director, Officer or Member.

**SECTION 6**

**Deposits.** All monies received, including Auxiliary Funds, shall be deposited to the credit of the Local League at Bank of America on Brookhurst and Slater in Fountain Valley, CA or any Bank of America branch.

**SECTION 7**

**Fiscal year.** The fiscal year of the Local League shall begin on (Check one):

October 1 and shall end on September 30.

(Note: The above fiscal year must be chosen if the Local League intends to qualify under the Little League Baseball, Incorporated, Group Tax ID Number.)

January 1 and shall end on December 31.

\_\_\_\_\_ (Other date)

**SECTION 8**

**Distribution of Property upon Dissolution.** Upon dissolution of the Local League and after all outstanding debts and claims have been satisfied, the Members shall direct the remaining property of the Local League to another Federally Incorporated entity which maintains the same objectives as set forth in Article II of this Constitution, which are or may be entitled to exemption under Section 501-(c)-(3) of the Internal Revenue Code or any future corresponding provision.

**ARTICLE XII - AMENDMENTS**

This Constitution may be amended, repealed or altered in whole or in part by a majority vote at any duly organized meeting of the Members provided notice of the proposed change is included in the notice of such meeting. Draft of all proposed amendments shall be submitted to Little League Baseball, Incorporated, for approval before implementation.

This Constitution was approved by the \_\_\_\_\_ Little League Membership on \_\_\_\_\_ (date).

\_\_\_\_\_  
President’s signature Date

\_\_\_\_\_  
President’s Name (Print)  
04056211 23-7348363 \_\_\_\_\_  
Little League ID No. Federal ID No. (if available) State ID No. (if available)

**Make one copy for the District Administrator and copies for the Local League. Send original to Regional Headquarters. This Local League’s Constitution on file at Regional Headquarters (most recently-approved copy) is the official Constitution of this Local League. Little League Baseball does not limit participation in its activities on the basis of disability, race, creed, color, national origin, gender, sexual preference or religious preference.**

