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Date Submitted: _____

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**2010-2011
York Little League
Constitution**

League ID: 02190406

ARTICLE I. LEAGUE NAME

This organization shall be known as the York Little League.

ARTICLE H. OBJECTIVE

Section 1. General Objective

The objective of the York Little 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 Program Objective

- (a) To achieve this objective, the York Little League will provide a supervised program under the Rules and Regulations of Little League Baseball, Incorporated. Officers of the Board of Directors and Regular 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.
- (b) In accordance with Section 501(c) (3) of the Federal Internal Revenue Code, the York Little League shall operate exclusively as a non-profit educational organization providing a supervised program of competitive baseball games. No part of the net earnings shall inure to the benefit of any private shareholder or individual; no substantial part of the activities of which is carrying on propaganda, or otherwise attempting to influence legislation, and which does not participate in or intervene in any political campaign on behalf of any candidate for public office.

ARTICLE III. MEMBERSHIP

Section 1. Member Eligibility.

Any person sincerely interested in active participation to further the objective of York Little League may become a member.

Section 2. Member Classes

- (a) Player Member. Any player candidate meeting the requirements of Little League Regulation IV shall be eligible to compete for participation in the York Little League. Player members shall have no rights, duties, or obligations in the management or in the property of the York Little League.
- (b) Regular Member. Any person actively interested in furthering the objectives of the York Little League is considered a Regular Member upon majority vote of the Officers of the Board of Directors at a duly held meeting of the Board of Directors. All Officers of the Board of Directors, committee members, managers,

- coaches, adult volunteer umpires, parents and/or legal guardians of player members, and other elected or appointed officers or agents are automatically considered to be Regular Members in good standing. The membership of a Regular Member is valid for the calendar year in which the person meets the qualifications. Only Regular Members in good standing are eligible to vote at an annual or special General Membership Meeting.
- (c) Honorary Member (Optional). Any person may be elected a Honorary Member by unanimous vote of all Officers of the Board of Directors present at any duly held meeting of the Board of Directors, but shall have no rights, duties, or obligations in the management or in the property of York Little League.
 - (d) Sustaining Member (Optional). Any person not a Regular Member who makes financial or other contributions to the York Little League may by a majority vote of the Officers of the Board of Directors at a duly held meeting of the Board of Directors become a Sustaining Member, but such person shall have no rights, duties, or obligations in the management or in the property of the York Little League.

Section 3. Other Affiliations.

- (a) A member under Section 2 of this article shall not be required to be affiliated with another organization or grouped to qualify as a member of York Little League.
- (b) Regular Members should not be actively engaged in the promotion and/or operation of any other baseball or softball program.

Section 4. Suspension or Termination Of Membership In York Little League

- (a) Membership may be terminated by resignation or action of the Board of Directors.
- (b) The Board of Directors, by a two-thirds vote of those present at any duly constituted meeting, shall have the authority to discipline or suspend or terminate the membership of any Member of any class, including managers and coaches, when the conduct of such person is considered detrimental to the best interests of York Little 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.
- (c) The Board of Directors shall, in case of a Player Member, give notice to the manager of the team of which the player is a member. Said manager shall appear, in the capacity of an adviser, with the player before a duly appointed committee of the Board of Directors. The player's parent or legal guardian may also be present. The Board of Directors, by two-thirds vote of those present at a duly constituted meeting, shall have the full power to suspend or revoke such player's right to future participation in the York Little League.

ARTICLE IV. REGULAR MEMBER DUES AND PLAYER FEES

Section 1. Regular Member Dues.

There shall not be any dues required for Regular membership in York Little League. Every active participant and supporter of the league shall be considered a Regular Member. All Regular Members will adhere to the duties and responsibilities defined within the Parent's Code of Conduct that are shared with all members and players on an annual basis.

Section 2. Player Participation Fee.

A reasonable Little League participation fee may be assessed as a parent's obligation to assure the operation continuity of the York Little League. The participation fee will be reviewed on an annual basis by the Board of Directors. In accordance with Little League Regulation XIII(c), at no time should payment of any fee be a prerequisite for participation in the Little League Baseball program.

ARTICLE V. GENERAL MEMBERSHIP MEETINGS

Section 1. Definitions.

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. Meeting Notice.

Notice of each General Membership Meeting shall be delivered personally, by telephone, email, or by mail to each Regular Member at the last recorded address at least ten (10) days in advance thereof 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 Regular Members, from time to time, at a regularly convened meeting.

Section 3. Quorum.

The Membership in attendance shall constitute a quorum at all General Membership Meetings.

Section 4. Voting.

Only Regular Members shall be entitled to make motions and vote at General Membership Meetings. The Board of Directors may invite, admit and recognize guests for presentations or comments during General Membership Meetings.

Section 5. Absentee Ballot.

For the expressed purpose of accommodating a Regular Member in good standings who cannot be in attendance at the Annual General Membership Meeting, or any General Membership Meeting at which new Officers of the Board of Directors will be elected, an absentee ballot may be requested and obtained from the Secretary of the York Little League. The absentee ballot shall be properly completed, signed and returned in a sealed envelope to the Secretary prior to the date of the Annual General Membership Meeting and the election of the Officers to the Board of Directors. The Secretary shall present all absentee ballots to the Election Chairman on the date of the annual meeting prior to the conduct of the election process.

Section 6. Annual General Membership Meeting.

- (a) The Annual General Membership Meeting of the Regular Members of the York Little League shall be held September of each year for the purpose of electing the Board of Directors, reviewing the Constitution, and for the transaction of such business as may properly come before the meeting.
- (b) The Regular Members shall receive at the Annual General Membership Meeting of the York Little League a report, verified by the President and Treasurer, or by a majority of the Board of Directors, showing:
 - a. The condition of the York Little League, to be presented by the President or his/her designate;
 - b. A general summary of the funds received and expended by the York Little League of the previous year, the amount of funds currently in possession of the York Little League, and the name of the financial institution in which such funds are maintained.
 - c. For the year immediately proceeding, the amount applied, appropriated or expended, and the purposes, objects or persons to or for which such applications appropriations or expenditures have been made;
 - d. The names of the persons who have been admitted as Regular Members in the York Little League during such year. This report shall be filed with the records of the York Little League and entered in the minutes of the proceedings of the Annual General Membership Meeting. A copy of such report shall be forwarded to Little League Headquarters
- (c) At the Annual General Meeting, the Members shall determine the number of Directors to be elected for the ensuing Board year and shall elect such number of Directors. The number of Directors elected shall be not less than six (6) Officers.
- (d) The Board of Directors shall upon election immediately enter upon the performance of their duties. The Board of Director's terms of office shall continue until its successors are elected and qualified under this section of Section 8, Article VI, of these bylaws.
- (e) The Board of Directors of the York Little League shall include at a minimum:
 - i. President
 - ii. Vice-President
 - iii. Secretary
 - iv. Treasurer

- v. Player Agent
- vi. Safety Officer

Section 7. Special General Membership Meeting.

A Special General Membership Meeting of the Regular Members may be called by the Board of Directors or by the Secretary or President at their discretion. In addition, upon the written request of ten (10) Regular Members, the President or Secretary shall call a Special General Membership Meeting to consider the specific subject 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 ten (10) days after the request is received by the President or Secretary.

Section 8. Rules of Order.

Roberts Rules of Order shall govern the proceedings of all General Membership Meetings, except where same conflicts with these by-laws of the York Little League.

ARTICLE VI. BOARD OF DIRECTORS

Section 1. Authority

The management of the property and affairs of York Little League shall be vested in the Board of Directors.

Section 2. Increase in number.

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

Section 3. Vacancies.

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

Section 4. Board Meetings, Notice, and Quorum.

Regular meetings of the Board of Directors shall be held immediately following the Annual Meeting and on such days thereafter as shall be determined by the Board. Generally these meetings will be held the second Tuesday of each month. However, in the months before the start of the season and during the season there may be meetings every two weeks depending on the issues to be resolved.

- (a) The President or the Secretary may, whenever they deem it advisable, or the Secretary shall at the request in writing of (5) 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 (3) day(s) before the time appointed for the meeting to the last recorded address of each Director.
- (c) A majority of the members of the Board of Directors shall constitute a quorum for the transaction of business. If a quorum is not present, no business shall be conducted.
- (d) Only the members of the Board of Directors may make motions and vote at meetings of the Board of Directors. However, the Board of Directors may invite, admit and recognize guests for presentations or comments during Board meetings.

Non-voting members are encouraged to attend and have full privileges of the Board of Directors except for voting.

Section 5. Duties and Powers.

The Board of Directors shall have the power to appoint such standing committees, as it shall determine appropriate and to delegate such powers to them as the Board shall deem advisable and which it may properly delegate.

The Board may adopt such rules and regulations for the conduct of its meetings and the management of the 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 Board of Directors meetings, except where it conflicts with this Constitution of the Local League.

ARTICLE VII. DUTIES AND POWERS OF THE BOARD OF DIRECTORS

Section 1. Appointments.

The Board of Directors may appoint such other officers or agents as it may deem necessary or desirable, and may prescribe the powers and duties of each. Appointed

officers or agents shall have no vote on actions taken by the Board of Directors unless such individuals have been elected to the Board by the membership or have been elected to fill a vacancy on the Board.

Section 2. President Responsibility.

The President shall:

- (a) Conduct the affairs of the York Little League and execute the policies established by the Board of Directors.
- (b) Present a report of the condition of the York Little League at the Annual General Membership Meeting.
- (c) Communicate to the Board of Directors such matters as deemed appropriate, and, make such suggestions as may tend to promote the welfare of the York Little League.
- (d) Be responsible for the conduct of the York Little League in strict conformity to policies, principles, Rules and Regulations of Little League Baseball, Incorporated, as agreed to under the conditions of charter issued to the York Little League by that organization.
- (e) Designate in writing, other officers or agents, if necessary, to have power to make and execute for, and in the name of the York Little League, such contracts and leases they may receive and which have had prior approval of the Board of Directors.
- (f) Investigate complaints, irregularities, and conditions detrimental to the York Little League and report thereon to the Board of Directors as circumstances warrant.
- (g) Prepare and submit an annual budget to the Board of Directors and be responsible for the proper execution thereof.
- (h) With the assistance of the player agents and the Registrar, 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) Chair the Protest Committee.

Section 3. Vice-Presidents Responsibility

The Vice President of Baseball or Softball Operations 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 the Board of Directors 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 Board of Directors or by the President.

Section 4. Secretary Responsibility.

The Secretary shall:

- (a) Be responsible for recording the activities of the York Little 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 Board of Directors.
- (c) Maintain a list of all Regular, Sustaining, Honorary members, Officers of the Board of Directors, and Committee Members. Provide notice of each meeting to the Officers and members of the meeting.
- (d) Keep the minutes of the meetings of the General Membership and the Board of Directors, and cause them to be recorded in a book or electronically kept for that purpose.
- (e) Conduct all correspondence not otherwise specifically delegated in connection with said meeting and shall be responsible for carrying out all orders, votes, and resolutions not otherwise committed.
- (f) Notify Regular Members, Officers of the Board of Directors, officers or agents, and Committee Members of their election or appointment.

Section 5. Treasurer Responsibility.

The Treasurer shall:

- (a) Perform such duties as are herein set forth and such other duties as are customarily incident to the office of Treasurer or may be assigned by the Board of Directors.
- (b) Receive all monies and securities, and deposit same in a depository approved by the Board of Directors.
- (c) Keep records for the receipt and disbursement of all monies and securities of the York Little League, including the Auxiliary, approve all payment from allotted funds and draw checks therefore in agreement with policies established in advance of such actions by the Board of Directors. All disbursements by check must have dual signatures if greater than \$750.
- (d) Prepare an annual budget, under the direction of the President, for submission to the Board of Directors at the Annual General Membership Meeting.
- (e) Prepare an annual financial report, under the direction of the President, for submission to the membership and Board of Directors at the Annual General Membership Meeting.

Section 6. Player Agent Responsibility.

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 International, team rosters, including players' claimed, and the tournament team eligibility affidavit.
- (f) Notify Little League International of any subsequent player replacements or trades.

Section 7. Safety Officer Responsibility.

The Safety Officer shall:

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

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

- (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.

Section 8. League Information Officer.

The Information Officer shall:

- (a) Manage the league's home page (site authorized by Little League International);
- (b) Manage the online registration process and ensure that league rosters are maintained on the site;
- (c) Assign administrative rights to league volunteers and teams;
- (d) Ensure that league news and scores are updated on a regular basis;
- (e) Collect, post and distribute important information on League activities including direct dissemination of fund-raising and sponsor activities to Little League International, district, public, league members and media;
- (f) Serves as primary contact person for Little League and Active Team Sports regarding optimizing use of the Internet for league administration and for distributing information to league members and to Little League Baseball, Incorporated.

Section 9. Fundraising Director Responsibility.

The Fundraising Director shall:

- (a) Promote the York Little League to potential sponsors for the purpose of gaining contributions.
- (b) Develop and maintain a sponsorship program for the York Little League.
- (c) Arrange for the purchase, inventory, storage, and placement of York Little League banners. (All purchases shall be approved by the Board of Directors.)
- (d) Maintain communications and good working relations with York Little League sponsors.
- (e) Coordinate concession and other retail sales.
- (f) Work with the President and Treasurer to develop sponsorship goals.

ARTICLE VIII. EXECUTIVE COMMITTEE

SECTION 1

The Board of Directors may appoint an Executive Committee which shall consist of the President, Treasurer, Secretary, Player Agents and Vice Presidents.

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 Board of Directors.

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

Section 1. Auditing Committee (Mandatory).

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

Section 2. Operations Committee.

The Board of Directors may appoint an Operations Committee consisting of all league Vice Presidents, one of which shall act as Chair, the Player Agent, and all appointed League Commissioners. The Operations Committee shall advise and assist the Board of

Directors with the creation and implementation of operational processes and procedures, and for ensuring operational processes and procedures are implemented, documented, distributed, and adhered to.

ARTICLE X. AFFILIATIONS

Section 1. Charter.

The York Little 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 York Little 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 the Little League Baseball, Incorporated, Williamsport, Pennsylvania, shall be binding on the York Little League.

Section 3. Local Rules, Ground Rules, and/or Bylaws.

The local rules, ground rules and/or bylaws of this Local League shall be adopted by the Board of Directors at a meeting to be held not less than one month 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 Board of Directors shall decide all matters pertaining to the finances of the York Little League and it shall place all income including Auxiliary funds, in a common league treasury, directing the expenditure of same in such a manner as will give no individual or team an advantage over those in competition with such individual team.

Section 2. Contributions.

The Board of Directors shall not permit the contributions of funds or property to individual teams but shall solicit some for the common treasurer of the York Little League, thereby to discourage favoritism among teams and to endeavor to equalize the benefits of the York Little League.

Section 3. Solicitations.

The Board of Directors 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 York Little League treasury.

Section 4. Disbursement of Funds.

The Board of Directors shall not permit the disbursement of the York Little League funds for other than the conduct of the York Little League activities in accordance with the rules and policies of Little League Baseball, Incorporated.

Section 5. Salary, Compensation, or Emoluments.

No Officer of the Board of Directors, appointed officer or agent, or Regular Members of the York Little League shall receive directly or indirectly and salary, compensation, or emoluments from the York Little League for services rendered as Officer, agent, or Regular Member.

Section 6. Receipts, Deposits, and Disbursements.

All monies received, including Auxiliary Funds, shall be deposited to the credit of the York Little League in the designated bank and all disbursements shall be made by check. All checks shall be signed by the York Little League Treasurer and such other Officer or Officers or persons as the Board of Directors shall determine.

Section 7. Fiscal Year.

The fiscal year of the York Little League shall begin on the first day of October and shall end on the last day of September.

Section 8. Distribution of Property upon Dissolution.

Upon dissolution of the York Little League and after all outstanding debts and claims have been satisfied, the Regular Members shall direct the remaining property of the York Little League to another Federally Incorporated entity which maintains the same objectives as set forth herein, which are or may be entitled to exemption under Section 501(c) (3) of the Internal Revenue Code of any future corresponding provisions.

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 York Little League Membership on

_____ (date).

President's Name (Print)

President's Signature

Date

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