

# NORTHERN LIGHTS LITTLE LEAGUE, INCORPORATED

League No. 4060210

Thornton, CO 80601

## CONSTITUTION

### Article I – Name

- This organization shall be known as Northern Lights Little League Incorporated, hereinafter referred to as “Local League”.

### Article II – Objective

#### Section 1

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

#### Section 2

To achieve this objective, the Local League will provide a supervised program of baseball and/or softball. All Directors, Officers and Members shall bear in mind that stressing exceptional athletic skills or winning of games is secondary, *and the molding of future citizens is of prime importance*. The Local League shall always be a Community Based program first serving players within our geographical boundaries. The Local League shall not at any time adopt a travel team program mentality. The Local League shall be allowed to create teams that play in tournaments at the 11-year-old and above divisions, but this shall be secondary, voluntary to players at no detriment to them for not participating, and in addition to the Community Based program.

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. 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 of any candidate for public office.

### Article III – Membership

#### Section 1

**Eligibility:** Any person in good standing and sincerely interested in active participation to effect the objective of this Local League may apply to become a member.

#### Section 2

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

**Player Members:** Any player candidate meeting the requirements of Little League Regulation IV and who resides within the authorized boundaries of the Local League shall be eligible for participation but shall have no rights, duties or obligations in the management, or in the property of the Local League.

**Regular Members:** Any person actively interested in furthering the objectives of the Local League may become a regular member upon meeting the qualifications of the Local League. The secretary shall maintain the roll of *membership* to qualify voting members. All Officers, Board Members, Special Committee Members, Volunteer Umpires, Team Managers, and Assistant Coaches are Regular Members in Local League.

**Honorary Members:** Any person may be elected as an Honorary Member by the unanimous vote of all Directors present at any duly held meeting of the Board of Directors but shall have no rights, duties or obligations in the management or in the property of the Local League.

**Sustaining Members:** Any person not a Regular Member who makes financial or other contributions to the Local League may, by a majority vote of the Board of Directors, become a Sustaining Member; such person shall have no rights, duties or obligations in the management or in the property of the Local League.

*As used hereinafter, the word “member” shall mean Regular Member unless otherwise stated.*

#### Section 3

##### Other Applications:

All 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.

Members shall abide by the Little League Rules and Regulations for all Little League activities.

Members should not be actively engaged in any program to the detriment of the Local League.

#### **Section 4**

##### **Suspension or Termination**

- A) Membership may be terminated by resignation or by action of the Board of Directors. If a member misses three unexcused meetings their membership may be terminated by action of the Board of Directors, as set forth in Article III, Section 4.
- B) The Board of Directors, by two-thirds vote of the present at any duly constituted meeting, shall have the authority to discipline or suspend or terminate the membership of any Member of any class 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 the general nature of the charges and be given an opportunity to appear at the meeting to answer any such charges.*
- C) The Board of Directors shall, in case of a Player Member, give notice to the player agent and the manager of the team of which the player is a member. Said player agent and manager shall appear, in the capacity of an advisor, with the player before a duly appointed committee of the Board of Directors, which shall have full power by two-thirds vote to suspend or revoke such player's right to future participation. (Exception: in the case of a conflict between player member and manager the player agent will act as an advisor to the player member.)

#### **Article IV – Dues**

##### **Section 1**

Dues for Regular Members may be fixed at such amount as the Board of Directors shall determine prior to the beginning of any membership period.

##### **Section 2**

Members who fail to pay their fixed dues within thirty (30) days from the time the same became due may by vote of the Board of Directors be dropped from the rolls and shall forfeit all rights and privileges of membership.

##### **Section 3**

A reasonable Little League participation fee may be assessed as a parents' obligation to assure the operational continuity of the Local League. Although it is recommended that no fee be collected, a reasonable fee per player may be assessed if deemed necessary. AT NO TIME MAY PAYMENT OF ANY FEE BE A PREREQUISITE FOR PARTICIPATION IN THE LITTLE LEAGUE PROGRAM. (Little League Regulation XIII (c))

#### **Article V – General Membership Meeting**

##### **Section 1**

**Annual Meeting:** The annual meeting of the Local League shall be held in the month of September each year for the purpose of electing a Board of Directors and providing Members with financial and league information. The newly elected Board of Directors will assume their duties October 1<sup>st</sup> of that year.

##### **Section 2**

**Notice of Meetings:** Notice of each meeting of the members shall be advertised at least 7 days prior.

##### **Section 3**

**Special Meetings:** Special meetings of the Members may be called by the Board of Directors or by the President or Secretary at their discretion. Upon written request of ten Members, the President shall call a special Membership meeting to consider a specific subject. No business other than that specified in the notice of the meeting shall be transacted at any special meeting of the Members. NOTE: Meeting should be no later than thirty (30) days after a request is submitted.

##### **Section 4**

**Quorum:** The presence in person or representation by absentee ballot of 25% of the Members shall be necessary to constitute a quorum.

## **Section 5**

**Voting:** Only Regular Members shall be entitled to vote at any meeting of the Local League.

## **Section 6**

**Absentee Ballot:** For the expressed purpose of accommodating a Regular Member active and in good standing that cannot be in attendance at the annual meeting, an absentee ballot may be requested and obtained by phone, or e-mail from the Secretary of the Local League. The absentee ballot shall be properly completed, signed and returned in a sealed envelope to the attention of the Secretary at the address of the Local League prior to the date of the annual meeting and the election of 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 election process.

## **Section 7**

**Rules of Orders:** Roberts Rules of Order shall govern the proceedings of all meetings, except where it conflicts with the Constitution or By-Laws of the Local League.

# **Article VI – Board of Directors**

## **Section 1**

**Board and Numbers:** The management of the property and affairs of the Local League shall be vested in the Board of Directors. The numbers of Directors shall be not less than five (5) or more than thirteen (13). The Directors shall have been duly elected and qualified.

Each Board Member must be appointed to and agree to fully carry out the responsibilities of at least one position listed in Article IX herein. Any Board Member that refuses or is unable to carry out the responsibilities of one of the positions listed in Article IX may be removed by a vote of the Board. The Board may elect to place the person on a Special Committee outlined below.

Each Board Member is expected to not miss more than three Board Meetings during the year and may be removed by a vote of the Board if more than three meetings are missed.

Each Board Member, except the Umpire in Chief, is expected to make themselves available at least five days during the Spring season and one time during fall ball to be at the fields in the role of “Board Member on Duty”.

## **Section 2**

**Required Members:** The Board membership shall include the Officers including the Player Agent and a minimum of one manager and one volunteer umpire. The number of managers and coaches elected to the Board shall not exceed 75% of the total Board members.

## **Section 3**

**Annual Election and Term of Offices:** At each annual meeting, the Members shall elect a Board of Directors up to the limits set in Section 1. Additional Directors may be added at any subsequent meeting by a majority vote of all members present. All elections of Directors shall be by majority vote of all Members present or represented by properly executed and signed absentee ballot filed with the secretary prior to the election meeting.

## **Section 4**

**Vacancies:** If any vacancy occurs in the Board of Directors it may be filled by a majority vote of the remaining Directors at any subsequent meeting.

## **Section 5**

**Meeting, Notice and Quorum:** Regular meetings of the Board of Directors shall be held beginning October 1st, following the annual election and on such days thereafter as shall be determined by the Board of Directors. The President or Secretary may, whenever either of them deems it appropriate, after receiving a request in writing of five (5) Directors, issue a call for a Special Meeting of the Board. Notice of each meeting shall be given by the Secretary to each Director at least three (3) days before the time appointed for the meeting. In the case of special meetings, such notice shall include the purpose of the meeting and no other matters not stated may be acted upon at the meeting. Five (5) members of the Board of Directors shall constitute a quorum for the transaction of business.

## **Section 6**

**Duties and Powers:** The Board may adopt such rules and regulations for the conduct of its meetings and management of the Local League as it may deem proper.

The Board shall have the power by a two-thirds vote of those present at any regular or special meeting to discipline, suspend or remove any Director, Officer or Committee member of the Local League in accordance with the procedure set forth in Article III, Section 4 (b).

The membership shall receive at the first meeting after October 1<sup>st</sup>, a report verified by the President and Treasurer or by a majority of the Directors, showing the whole amount of real and personal property owned by the Local League, where located and where and how invested along with the preceding years expense report to include a list of all current members.

## **Article VII – Special Committees**

### **Section 1**

**Special Committees:** The Board shall have the power to appoint special committees as it shall determine and to delegate such powers to them as the Board shall deem appropriate and which it may properly delegate. Board Members may be appointed to these committees. Persons not already on the Board and appointed to special committees are not Board members and have no Board voting rights. Each Special Committee will appoint a Chair from a majority vote of all committee members. The Chair of each established Special Committee will present an update to the Board at each Board meeting. The following are special committees the Board may appoint and structure:

- a. Field maintenance
- b. Fundraising committee.
- c. Strategic communication and marketing.
- d. Umpire development.
- e. Concessions.
- f. Player development.
- g. Coaching development.
- h. Growing our league.
- i. Special events.
- j. Others as determined by the Board.

## **Article VIII – Executive Committee**

### **Section 1**

The Board of Directors may appoint an Executive Committee, which if created shall consist of the officers listed in Article IX Section 2 herein.

### **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.

### **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. The Board of Directors may also appoint and prescribe the duties and functions of other procedural committees as may in accordance with Local League necessities.

## **Article IX – Officers, Duties and Powers**

### **Section 1**

**Election:** Following the annual meeting, provided there is a quorum, the Board of Directors shall meet for the purpose of electing Officers and appointing committees for the ensuing year to begin October 1<sup>st</sup>.

### **Section 2**

**Officers:** The officers of the Local League shall consist of the President, all Vice Presidents, the Secretary, and the Treasurer, all of whom shall hold office for the ensuing year or until their successors are duly elected. 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 and may fill any vacancy which may occur in any office. 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 to fill a vacancy on the Board.

### **Section 3 – Board Roles and Responsibilities and Powers**

**President:** The President Shall:

- a. Conduct the affairs of the Local League according to policies established by the Board of Directors.
- b. Present a report of the condition of the Local League at the annual meeting.
- c. Communicate to the Board of Directors such matters as deemed appropriate and make such suggestions as may tend to promote the welfare of the Local League.

- d. Be responsible for the conduct of the Local Little 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 Little League by that organization.
- e. Designate in writing, other officers in 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 of Directors.
- 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 Board of Directors and be responsible for its execution.
- 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. Not be a Team Manager during the spring regular season. The preference is for the President to not be an Assistant Coach during the spring regular season. The President can be a Team Manager or Assistant Coach for a Tournament team.

#### **Section 4**

**Vice Presidents/Player Agents:** There shall be four Vice-Presidents/Player Agents as outlined below.

- a. Vice President and Player Agent Softball
- b. Vice President and Player Agent Ages 4 through 12
- c. Vice President and Player Agent Teenager Baseball
- d. Vice President of Challenger Division

Of the four Vice Presidents, one will be selected by the Board to the following responsibilities:

- a. In the case of the absence or disability of the President, is authorized by the Board of Directors to perform the duties of the President, and when so acting, shall have all the powers of that office.
- a. Shall have such other duties as the President or Board of Directors may delegate.

#### **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 herein specifically set forth, in addition to such other duties as are customarily performed by the office of Secretary or may be assigned by the Board of Directors.
- c. Maintain a list of all Regular, Sustaining and Honorary members, Directors and Committee members and give notice of all meetings of the Local League, the Board of Directors and Committees.
- d. Keep the minutes of the meetings of the Members, the Board of Directors and Executive Committee, and cause them to be recorded in a book kept for that purpose.
- e. Shall conduct all correspondence not otherwise specifically delegated in connection with said meetings and shall be responsible for carrying out all orders, votes and resolutions not otherwise committed.
- f. Notify Members, Directors, Officers and Committee members of their election or appointment.

#### **Section 6**

**Treasurer:** The Treasurer shall:

- a. Perform such duties as herein specifically set forth and such other duties as are customarily incident to the office of Treasurer or may be assigned by the Board of Directors.
- b. Receive all monies and securities, and deposit it in a depository approved by the Board of Directors.
- 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 the policies established in advance of such actions by the Board of Directors. All disbursements must be by check and must have dual signatures.
- d. Prepare an annual budget, under the direction of the President, for submission to the Membership and Board of Directors at the annual meeting.

Prepare and annual financial report, under the direction of the President, for submission to the Membership and Board of Directors at the annual meeting.

#### **Section 7**

**Safety Officer:** The Safety Officer shall:

- a. Be responsible for the implementation of the A.S.A.P. (A Safety Awareness Program) at the Local League level.
- b. Be responsible to make all members aware of all safety procedures found in the Little League Safety Code.
- c. Annually, with the President, prior to the start of the season, audit the field lighting system to ensure it meets Little League standards. The Lighting audit is to be performed by a qualified technician.
- d. Frequently inspect all playing areas for holes, damage, glass or other foreign objects.
- e. Make certain all fences, screens and dugouts are in safe condition.

- f. Periodically inspect the stands or bleachers.
- g. Have arrangements in place in advance of all games and practices for emergency medical services.
- h. Make available first aid training for all managers and coaches.
- i. Arrange with the President an annual training meeting for managers and coaches.
- j. Handle all accident claims promptly and shall maintain all records pertaining to all injuries and to include any claims for liability.

## **Section 8**

**Umpire in Chief:** The Umpire in Chief shall:

- a. Recruit and train umpires.
- b. Schedule the umpires to cover all league games.
- c. Evaluate umpires for improvement.
- d. Coordinate with the District Umpire in Chief.

## **Section 9**

**Concessions Stand Manager:** The Concession Stand Manager shall have ultimate responsibility for running the concession stand.

## **Section 10**

**Special Projects:** Additional At-Large Board members to be assigned to special projects as required by the Board, not to exceed the maximum number of allowed Board Members. Each of these At-Large Board members must be assigned specific responsibilities to be accountable for completing.

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

## **Section 1**

Team Managers and Coaches shall be appointed annually by the President, with confirmation of the Board of Directors, and shall be responsible for the selection of their teams and for their actions on the Field.

Team Managers and Assistant Coaches must adhere to the established code of conduct created by the Board and failure to do so will either result in a formal warning or for egregious situations immediate removal from their duties.

Team Managers and Assistant Coaches serve at the pleasure of the League President and can be removed at any time for any reason at the discretion of the Board.

# **Article XI – 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.

## **Section 2**

### **Rules and Regulations**

The Official Playing Rules and Regulations as published by the Little League Baseball, Incorporated shall be binding to all Little League participants.

## **Section 3**

### **Local League Rules**

The local Little League rules 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 in no way conflict with the Rules and Regulations of Little League Baseball, Incorporated.

# **Article XII – Financial and Accounting**

## **Section 1**

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

## **Section 2**

The Board shall not permit the contribution of funds or property to individual teams but shall solicit it 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**

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

### **Section 4**

The Board shall not permit the disbursement of funds for any purpose other than the advancement of its baseball and softball programs.

### **Section 5**

No Director, Officer, Member, Special Committee Member, Team Manager, or Assistant Coach of the Local League or Colorado District 2 shall receive, directly or indirectly any salary, compensation or payment from the Local League for services rendered as Director, Officer, Member, Special Committee Member, Team Manager, or Assistant Coach. No Team Manager or Assistant Coach should receive reimbursement of any volunteer fee that is specifically related to running and operating the concession stand.

### **Section 6**

All monies received, including Auxiliary funds, shall be deposited to the credit of the Local League in a local bank approved by the Board of Directors. All disbursements shall be made by check. All checks shall be signed by the league Treasurer and one other Officer or persons the Board of Directors has authorized.

### **Section 7**

All purchases must be approved by the Board of Directors.

### **Section 8**

The fiscal year of the Local League shall begin on October 1<sup>st</sup> and shall end on September 30<sup>th</sup>.

### **Section 9**

#### **Distribution of Property upon Dissolution:**

Upon dissolution of the Local League and after all outstanding debts and claims have been satisfied, the Members shall distribute the property of the Local League to such other Federally Incorporated entity maintaining an objective similar to that set forth herein, which are and may be entitled to exemption under Section 501 (c) (3) of the Internal Revenue Code or any future corresponding provision.

### **Section 10**

#### **Termination of Local League**

Termination of the Local League may only be initiated by a petition signed by 25% of all voting family members and submitted to the Secretary of the Local League prompting a Special meeting to be scheduled and held for the sole purpose of the Local Leagues termination from Little League Baseball, Incorporated. The Secretary will then notify all voting family members of the Special meeting to be held within thirty (30) days of the initial request and such meeting shall be presided over by District Administration or appointed staff members.

**Voting Family Member:** Any person who's biological, adopted or such person that has legal guardianship of a player and is listed as such on the player's Local League Registration form shall be entitled to one (1) vote relating to termination of the Local League.

A total of 75% of all voting family members must be physically present at the special meeting to constitute a quorum and enable a vote to be taken. Termination of the Local League will only occur if 75% of voting family members present vote in favor of termination of said league. Upon termination it will be the Board of Directors responsibility to notify Little League Baseball, Incorporated of the final decision.

## **Article XIII – Sexual Harassment Policy**

### **Section 1**

#### **Policy**

It is the policy of the Local League to operate an environment that is free of all forms of discrimination including incidents of sexual harassment. No individual shall be subjected to verbal or physical sexual behavior. Sexual harassment will be treated as misconduct and may result in the application of appropriate corrective action up to and including dismissal.

### **Section 2**

#### **Definition**

Sexual harassment is unwelcome, unsolicited behavior of a sexual nature which creates a hostile environment and/or interferes with an individual's ability to do their duties. Examples of sexual harassment could include, but are not limited to the following:

1. Unwelcome behavior.
2. Repeatedly asking a person for a date.
3. Making suggestive or provocative comments of a sexual nature and/or displaying sexual visuals.
4. Suggestive looks or leering.
5. Making acceptance or rejection of sexual advance a term or Policy: It is the policy of the Local League to operate an environment which is free from all forms of discrimination including incidents of sexual harassment.
6. Creating an intimidating, hostile or offensive League operational environment.
7. Retaliating against any person reporting instances of sexual harassment.

### **Section 3**

#### **Reporting Procedures**

1. Any person who believes they have been sexually harassed shall contact their immediate superior or the official in charge of the Local League.
2. If a complaint of sexual harassment is made directly to a superior, the superior shall contact the official in charge of the Local League before taking action.
3. If the allegation of sexual harassment is made against the person's immediate superior, the complainant shall contact the Local League Head above the alleged harasser of the official in charge of the Local League or depending on the level of the complaint the Regional Director.
4. If the complaint of sexual harassment is handled informally, the superior will document their actions and forward, through channels, to the official in charge of the Local League.
5. If a full investigation is requested or required, the complainant shall contact the official in charge of the Local League, and through channels, the Regional Director, International Headquarters' Personnel Director, and the President and chief Executive Officer of Little League Baseball, Incorporated.
6. Any subsequent complaints of a similar nature against an individual, including those involving a different person, shall require a full investigation.

### **Section 4**

#### **Responsibilities**

1. Monitor the Local League and District Administrators operational environment to ensure that it is free of sexual harassment.
2. Ensure incidents of sexual harassment are processed in accordance with this policy.
3. Take immediate action to guard against any adverse impact or reprisals against any person who uses this procedure.
4. Ensure that parties under their position do not engage in any type of sexual harassment.
5. Ensure the confidentiality of reports of sexual harassment is maintained.
6. Consult the official in charge of the Local League for guidance through channels, the Regional Director, Internal Headquarters, etc.

### **Article XIV – Amendments**

The Constitution of the Local League may be amended, repealed, or altered in whole or in part by the majority vote at any duly organized meeting of the Members provided such notice of the proposed change is included in the notice of such meeting. A draft of all proposed amendments shall be submitted to Little League Baseball, Incorporated for approval. NOTE: Only the membership can amend or alter the constitution.

Draft of all proposed amendments shall be submitted to Little League Baseball, Incorporated, for approval before implementation.

This Constitution was approved by the Northern Lights Little League membership on September 29, 2025.

President's Name (Print): David Kulmann

President's Signature:

Date: September 29, 2025



Little League ID No. 4060210 Federal ID No. 84-0466585