



EAST JEFFERSON LITTLE LEAGUE

P.O. BOX 403

PORT HADLOCK, WA 98339

www.ejlittleleague.com

Local League Bylaws and Rules 2026

The following rules are not meant to replace any rules in the Little League Baseball Regulation and Rulebook as published by Little League Baseball, Inc. These rules shall be considered the policy of this League, per Article X, Section 3 of our Constitution.

Bylaws

Section 1: Our Board of Directors shall consist of the following: President, Vice President, Secretary, Treasurer, Player Agent, Coaching Coordinator, Umpire-In-Chief, Equipment Manager, and Safety Officer. All will have voting rights except for the President who will only vote in the event of a tie.

Section 2: All Board Members, Managers, Coaches, Parents, and Players, will sign a yearly Code of Conduct. Board Members who have not signed the Code of Conduct by March 1, will not have voting rights, but will count towards a quorum.

Section 3: Executive Board shall consist of the following positions: President, Vice President, Player Agent, Treasurer, Secretary and Safety Officer.

Section 4: All Board members, managers, umpires, coaches, and any volunteer that is in contact with league money or children on a regular basis, will fill out a Volunteer Application every year, complete any Little League Int. required training and have a clear background check for the current season, according to Little League Int. requirements. The list of cleared background check volunteers will be available upon request. The list will be updated as required by the Player Agent.

Section 5: Any potential Volunteer or Board member involved, charged, or suspected of a crime of violence, controlled substance use, or crimes against children will be vetted by the board on a case by case basis.

Section 6: The authorized signers on the bank accounts will be the President, Vice President and Treasurer. Additional authorized card holders approved per board.

Section 7: Any money taken out of the concession till, including midday “pulls” are to be witnessed and signed off by a combination of one (1) Board Member and one (1) other clear background checked individual or designated concession lead, which could be another Board Member. End of day deposits are to be signed, by one (1) Board Member and one (1) background checked individual, and recorded electronically by the concession manager.

Section 8: Mileage reimbursement will be done at IRS standard mileage rate of the current year for trips taken on a regular basis for EJLL business such as purchasing items for the concession stand.

Section 9: EJLL will have the current league’s CPA firm prepare the tax returns at the end of each fiscal year. The Treasurer will submit all files and a copy of the check register to the CPA.

Section 10: The President, Vice President, Treasurer and Field Maintenance Coordinator may each spend up to \$250.00 total for discretionary purposes prior to the next board meeting or without a special meeting to approve. Communication with another board member prior to purchase must take place and be brought to the board at the next board meeting. Catastrophic clause: Secretary may authorize an emergency purchase not to exceed \$3,000.00 in between board meetings.

Section 10: All approved annual recurring purchases can go over budget up to 10% of full cost without another board vote. If any recurring expenditure is over \$10,000 it will need a new vote.

Section 11: All items/materials purchased with league funds must remain on league grounds unless otherwise discussed with the President or Vice President.

Section 12: Projects approved by the board should have a completion date and the board kept informed.

Section 13: Board members that do not perform the duties of their position are subject to removal by a vote of the Board. Board members that consistently miss Board Meetings, without contacting the President or Secretary prior to the meeting, shall be given a verbal warning after two (2) unexcused absences and be subject to removal after four (4) unexcused absences. Board members that have provided notice will be recorded in the meeting minutes.

Section 14: As of the current year, any Board member who misses 4 meetings whether excused or unexcused forfeits their right to vote for the calendar year.

Section 15: Newly elected Board members will be allowed to vote in the absence of the respective outgoing Board member from Election Day to Oct. 1st of the election year.

Section 16: If a position is vacated after October 1st a position can be temporarily assigned to an existing Board member until the next Annual Meeting. Any Board member holding multiple positions will only have one vote.

Section 17: The Coach Coordinator will submit to the Board potential/interested Managers and Coaches prior to the Skills Assessment. The Board will vote to approve all Coaches/Managers prior to the Skills Assessment.

Section 18: Make-up Skills Assessment dates will be approved and at the board discretion.

Section 19: Practices are not to begin until the coach has a completed background check, signed code of conduct and has completed the required LLI Abuse training.

Section 20: Registration will include a specific date in which the registration cost increases as determined by the board each year.

Section 21: Board Positions

A. Umpire-In-Chief -

- a. Serve as coordinator of the local league umpire program, including clinics and other learning opportunities.
- b. Advise the League President on the local league umpire program.
- c. Recommend volunteer umpires to the League President to serve the league during the regular season.
- d. Recruit, review, and retain volunteer umpires and junior umpires.
- e. Establish and implement an umpire training program for volunteer umpire consistent with Little League Guidelines.
- f. Communicate rule changes to league volunteer umpires, managers, and coaches.
- g. Recommend tournament-worthy umpires to the District Umpire Consultant.
- h. Attend umpire training programs at the district level. Attend state and regional level training programs upon request to the Board.
- i. Provide the appropriate Board members with contact information of available Umpire for the season.
- j. Coordinate with appropriate Board members to schedule Umpires for games.
- k. Order and maintain umpire gear.

B. Coach Coordinator -

- a. Represent coaches/managers in the league.
- b. Present a coach/manager training budget to the board.
- c. Gain the support and funds necessary to complement a league-wide training program.
- d. Order and distribute training materials to players, coaches and managers.
- e. Coordinate mini-clinics as necessary.
- f. Work with Umpire-In-Chief to try to ensure an umpire at every minors thru seniors baseball and softball game.
- g. Communicate requirements and responsibilities with each coach.

C. Marketing -

- a. Oversee new player recruitment efforts.

- b. Develop and maintain a league marketing plan focused on player recruitment and retention.
- c. Oversee efforts to market new divisions of play and initiatives offered by the league.
- d. Work with local media to promote the interests of Little League
- e. Coordinate efforts to make the local league visible in the community year-round.
- f. Set up and manage the league's official website (site authorized by Little League International).
- g. Serves as primary contact person for Little League regarding optimizing use of the internet for league administration and for distributing information to league members and to Little League Baseball, Incorporated.

D. Fundraising Coordinator-

- a. Solicit and secure local sponsorships to support league operations.
- b. Collect and review sponsorship and fundraising opportunities.
- c. Organize and implement approved league fundraising activities.
- d. Maintain records of monies secured through sponsorship and fundraising initiatives.
- e. Ensure regulation and policies related to sponsorships and fundraising are followed.
- f. Together with the Treasurer collect and review potential Grant opportunities.
- g. Together with the Treasurer apply for Grant opportunities and coordinate with appropriate Board members implementation of funds.

E. Field Maintenance Coordinator -

- a. Maintain all fields and facilities on League grounds to meet playability and safety needs.
- b. Present a field/maintenance budget to the board.
- c. Coordinate purchase of field needs such as fertilizer, weed management, soil and gravel.
- d. Maintain all equipment needed for field/facility maintenance.
- e. Keep track of ongoing maintenance projects and inform the board of progress.
- f. Winterize fields; such as clearing water lines and prepare buildings for minimal use.

F. Equipment Manager -

- a. Maintain the gear necessary for the League to play according to Little League regulations.
- b. Maintain the inventory of gear available to coaches; tracking damage, loss and upgrades necessary/required.
- c. Ensure purchase of enough t-balls, softballs and baseballs for game play.
- d. In collaboration with the Coach Coordinator, prepare and distribute coaches gear bags with all necessary items.
- e. Communicate with the Coach Coordinator any specific inventory requests.

G. Concessions Manager -

- a. Maintain the operation of concession facilities.
- b. Organize the purchase of concession products.

- c. Be responsible for the management of the concession sales at league events.
- d. Schedule volunteers to work the concession stand during league events.
- e. Collect and review concession-related offers, including discounts and bulk-purchasing opportunities.
- f. Organize, tally and keep records of concession sales and purchases.
- g. Ensure Food Handlers Cards and food permits are up-to-date.
- h. Ensure Facilities are cleaned at the end of shifts.

H. Uniforms Manager -

- a. Maintain uniform inventory, tracking damage, loss, sizes available and accessories (i.e. belts, socks, hats and visors). When new inventory is needed, inform the board and order as needed.
- b. Fit and order uniforms for all players of the league.
- c. Distribute and track all uniforms.
- d. Arrange return of all uniforms at the end of the season. Notify Player Agent of registers who do not return uniforms.

LOCAL LEAGUE RULES

1. T-Ball and Prep Divisions: T-Ball and Prep teams will be assigned by the Player Agent.
2. Draft for Minors, Majors, Intermediate and Juniors Baseball and Softball will be Plan A - Serpentine Draft Method.
3. Only one representative per team is allowed in the draft. The President and Player Agent will be the only board members in the draft.
4. Volunteers must complete a background check and complete BASE training before participating in any volunteer manner of the league. Managers and Coaches must also complete Diamond Training per Little League rules.
5. Division Alignment by League Player Age
 - a. T-Ball: 4 to 6 years old
 - b. Prep: 6 to 8 years old
 - c. Minor Baseball: 7 to 11 years old
 - d. Minor Softball: 7 to 11 years old
 - e. Major Baseball: 9 to 12 years old
 - f. Major Softball: 9 to 12 years old
 - g. Intermediate Baseball: 12 to 13 years old
 - h. Junior Baseball: 13 to 14 years old
 - i. Junior Softball: 12 to 14 years old
 - j. Senior Baseball: 14 to 16 years old
 - k. Senior Softball: 14 to 16 years old

Little League Baseball Player Age chart

<https://www.littleleague.org/downloads/2024-baseball-age-chart/>

Little League Softball Player Age chart

<https://www.littleleague.org/downloads/2024-softball-age-chart/>

6. All players league age 8 to 16 must attend an assessment to be eligible for Postseason play.
7. Each home team is responsible for removing all trash from dugouts and emptying trash cans after each game.
8. Water/Sports drinks only in dugouts.
9. The home team will chalk fields prior to games and rake fields after the game.
10. T-Ball games will have a 1 hour time limit or three innings. There is no minimum number of players for T-Ball.
11. Refer to the Interleague Rules for additional rules, the Board will supply Interleague Rules.
12. Postseason Coaches will submit interest to manage or coach to the Coach Coordinator by May 1st. If not enough interest is shown by a manager from that division, then the position will open up to all coaches in the league. The board will conduct a vote for each division manager. Diamond Leader training, signed Coach code of conduct and Abuse training is required for any Coach/Manager to participate in Postseason.
13. Tournament Team Selection: Each manager will submit a list of at least 12 players, after a skills assessment. The Board will vote to approve the final team roster.
14. Uniforms and Protective Gear:
 - All players must wear protective gear and all male players Minors division thru Senior must wear a hard cup. No shorts are to be worn during practices or games. No jewelry is to be worn during practices and/or games.
 - EJLL players will wear jerseys, pants and hats issued by EJLL on the field during games.
15. Rainy Day Policy: During inclement weather, games will be canceled at least 2 hours prior to the scheduled game time. If possible, the Field Maintenance Board member will determine if the fields are playable or not. Field Maintenance will notify the Coach Coordinator, President, UIC and Concessions Manager. The Coach Coordinator will notify the Head Coach/Manager of the teams scheduled to play. This information will be posted on the website and Facebook, if possible.

Local League Rules and Bylaws were approved by the Board of Directors on September 30th.

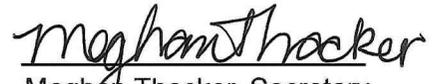
Executive Board Witnesses:



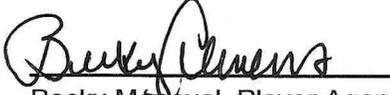
Candice Cotterill, President



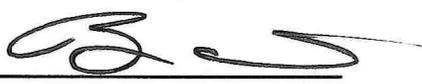
Jared Thacker, Vice President



Meghan Thacker, Secretary



Becky Maneval, Player Agent



Brett Anglin, Safety Officer