

M MANCHESTER/ESSEX LITTLE LEAGUE, INC

PO BOX 400

Manchester, MA 01944

Governance Structure

Manchester-Essex Little League

Goals

- Have a streamlined Board structure/ use time more efficiently
- Create incentives to participate on League Committees
- Remain in compliance with Little League Guidelines
- Increase sharing of responsibilities and operational knowledge
- Encourage parents of younger children to get involved with the league

Officer Positions

- President⁽¹⁾**
- Vice President⁽¹⁾**
- Treasurer⁽¹⁾**
- Secretary⁽¹⁾**
- Player Agent and Safety Officer⁽²⁾**

Nominated from the associate board members and current officers. Serve a two year term.

Nominated from the associate board members. Serves a one year term

(Note: Associate Board Members are those individuals serving on one or more of the committees.)

Committee Structure

Structure

1. **Baseball (3)**
2. **Softball (3)**
3. **Registration, Scheduling
& Umpires (3)**
4. **Fields, Equipment, &
Canteen (3)**
5. **Information,
Communication, &
Sponsorship (3)**

*Recommended minimum
committee size in parenthesis*

Voting Structure

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<u>Position</u>	<u>Votes</u>
President	1*
Vice President	1
Treasurer	1
Secretary	1
Player Agent/ Safety Officer	1
Baseball Committee	2
Softball Committee	2
Fields, Equipment, & Canteen	1
Information, Communication & Sponsorship	1
Registration, Scheduling & Umpires	1
Total	12

* Controls tie breaker

Committee Structure and Voting Responsibilities

- ┌ Each committee has a chair, nominated by the committee and ratified by board vote.
- ┌ Any associate board member may serve on a maximum of two committees but may only chair one.
- ┌ Any officer may serve on a maximum of one committee but can not be the chair.
- ┌ A committee's vote is determined by a majority sub-vote within the committee and cast by the chair during a board vote.
- ┌ Committees should identify an "acting" chair in the event the elected chair is unavailable to attend a board meeting. Acting chairs should be identified to the secretary prior to the start of any board meeting.
- ┌ All committee members may, but are not required to, attend board meetings. Each committee must have at least one member present to cast a committee vote

Protocols of Board Conduct

- A quorum must be achieved to hold a board meeting. A quorum will be defined as:
 - At least six of the 10 voting positions must be represented
- Only motions made by an officer or committee chair (or acting chair) may be entertained at a board meeting.
- Motions will be carried under the following circumstances:
 - Matters concerning policy or a change in policy require a simple majority vote
 - Financial matters require a two-thirds majority vote
 - Matters involving redistricting, restructuring or inter-league play require a two-thirds majority vote
- All other Board protocols will follow the rules prescribe by Little League and Roberts Rules of Order

Election of Officers

Officers serving a two year term must meet the following requirements:

1. **Must be in good standing with the board with no disciplinary actions pending**
2. **Have served on at least two committees for the period of one year or have already served in an officer of the board role in a prior year.**

The board should develop a succession plan for the following year at the time the current officers are elected.