



New Jersey State Little League
District Administrators
Association

Constitution and By-Laws

November 21, 2020

**CONSTITUTION/BY-LAWS OF
New Jersey State Little League
District Administrators Association**

LITTLE LEAGUE BASEBALL® INCORPORATED

ARTICLE I PURPOSES

1.01. General Purposes.

A. The New Jersey State Little League District Administrators Association is incorporated under the Nonprofit Corporation Law of the State of New Jersey (the “ACT”).

B. This Corporation is organized exclusively for charitable purposes and specifically to administer, guide, educate, support and promote the policies, rules, regulations and guidelines of Little League Baseball, Incorporated, to promote the development and expansion of the Little League Baseball and Softball program throughout the State of New Jersey, and to assist all Little League Chartered Member Leagues throughout the State in providing for the children of New Jersey the finest youth sports programs pursuant to the mission, philosophy and regulations of Little League Baseball, Inc., and, for such purposes, to make distributions to organizations chartered by Little League Baseball, Incorporated and that qualify as exempt organizations under Section 501(c)(3) and 501(a) of the Internal Revenue Code or the corresponding section of any future federal tax code.

C. More detailed objectives of the corporation include: (1) to unify all Districts within the State of New Jersey; (2) to provide an opportunity for free exchange of ideas and opinions; (3) to establish uniform minimum standards for leagues to achieve in order to host State Tournaments; (4) to assist East Region Headquarters in assessing the effects of Little League policy on leagues throughout the State; (5) to aid in formulating policy and direction of Little League Baseball, Incorporated by its participation in search for new ideas which would enhance the Little League Baseball and Softball programs; and (6) to work together in a cooperative effort for the benefit of all Little League programs throughout the State of New Jersey.

ARTICLE II MEMBERS

2.01. Qualifications. Each duly recognized District (as defined by Little League Baseball, Incorporated) of Little League in the State of New Jersey shall be a Member of the Corporation. Only such Little League Districts shall be Members. Each District of Little League in the State of New Jersey shall be entitled to one (1) representative as set forth in Article 2.01(A), although the corporation may recognize other “non-voting” classes of membership for additional administrative purposes, as set forth in Article 2.01 (C)(D).

A. **DISTRICT ADMINISTRATORS** – District Administrators duly elected/appointed to represent the Districts of Little League Baseball, Incorporated, in the State of New Jersey who are in good standing (as defined by Little League Baseball, Incorporated) shall represent the respective Members (the Districts of the State of New Jersey as defined by Little League Baseball, Incorporated). Active District Administrators, as the duly elected/appointed representatives of the Members, shall be the only eligible voting Members of the Corporation. All District Administrators shall constitute the Board of Directors of the corporation. Current District Administrators shall constitute the Voting Members of the corporation.

B. SECTION COORDINATORS – The State of New Jersey is divided into four geographical Sections of Member Districts each represented by their respective District Administrator. Each of the four sections, by secret ballot vote of the section District Administrators, shall elect a single District Administrator to serve as their Section Coordinator, and to represent their Section as an officer (Vice President) of the corporation and member of the State Committee.

C. ASSISTANT DISTRICT ADMINISTRATORS – Duly appointed Assistant District Administrators (appointed district staff members) may attend meetings, participate in all discussions, and are eligible to serve on committees as appointed by State Director and ratified by the Board of Directors. Assistant District Administrators may serve as officers of the corporation, (which shall not include the offices of President, or Vice President), but shall not be voting members of the corporation, nor the Board of Directors, which is reserved only for District Administrators. Assistant District Administrators may be recognized as “honorary members” of the corporation, but in any event shall have no formal vote on matters presented for consideration to the Membership of the Corporation.

D. FORMER DISTRICT ADMINISTRATORS – Former District Administrators may attend meetings, participate in discussions of the Board of Directors, and may serve on committees as appointed by State Director and ratified by the Board of Directors. Former District Administrators shall not be voting members of the corporation, which is reserved for active/current District Administrators. Former District Administrators may be recognized as “honorary member” of the corporation, but in any event shall have no formal vote on matters presented for consideration to the Membership of the Corporation.

2.02. Membership Assessments. Members shall be subject to annual assessments, as determined by the State Committee and approved by the Board of Directors. Assessments shall be due no later than January 1 and members who fail to pay their assessment by February 1 of the fiscal year, shall be considered delinquent and have his/her rights and privileges of the corporation suspended until paid.

2.03. Membership Meetings. All meetings of the Members shall be held at the registered office of the Corporation unless another place or electronic address is designated by the State Committee in the notice of the meeting. The Board of Directors may adopt, by a majority vote at a duly constituted meeting, such rules and guidelines for the conduct of meetings and the management of the Corporation as it deems proper. The State Committee and or the Board of Directors shall have authority to schedule regular meetings as they deem necessary.

A. Any or all Members may participate in a meeting of the Board of Directors or a committee of the Board by means of telephone conference or any means of communication by which all persons participating in the meeting are able to hear each other, unless otherwise provided in the Articles.

2.04. Annual Meeting. The Annual Meeting of the Members shall be held on the third Saturday in November. Once established it must remain the same each year but may be modified by amendment. The Corporation shall advise Little League Baseball, Incorporated of the date set for Annual Meeting. If the Annual Meeting shall not have been called and held within four (4) weeks after the designated time, any voting Member may call the meeting at any time thereafter. Each Director (District Administrator) selected by a Member shall be installed at the Annual Meeting. Voting for all matters other than selection of Directors shall be on the basis of one vote per Member (District).

A. Members not present in person may vote by proxy on any matter, provided that, in the absence of the District Administrator to represent the Member, the Assistant District Administrator may represent the member, when written authorization from the District Administrator has been presented to the Secretary (State Information Officer) prior to the call of order of any meeting of the Corporation. When such notice is given to the Secretary (State Information Officer), it shall be entered in the minutes for such meeting and the named Assistant District Administrator shall have full proxy and all authority for the District Administrator in his/her absence. Absentee ballots shall not be accepted.

2.05. Selection. Each Member (District), prior to the Annual Meeting of the Board of Directors shall designate an individual who shall serve as a director of the Corporation for the fiscal year of the Corporation next commencing. The exact number of directors shall be determined by the number of Members (Districts) from time to time.

2.06. Special Meetings.

A. Regular meetings, minimum of two per year, shall be scheduled for the third Saturday in November (the Annual Meeting) and the last Saturday in April or the first Saturday in May, at the registered address of the corporation, electronic address, or at another place designated by the State Committee in the notice of any such meeting. The date, site and time shall be determined by the State Committee and provided in the notice of all such meetings.

- B. Call of Special Meetings. Special Meetings of the Members may be called at any time:
- (1) By the State Committee, Board of Directors; or
 - (2) Unless otherwise provided in the Articles, by Members entitled to cast at least 20% of the votes of all Members.

C. Fixing of Time for Meeting. At any time, upon written request of any person who has duly called a special meeting, it shall be the duty of the Secretary (State Information Officer) to fix the time of the meeting which shall be held not more than sixty (60) days after the receipt of the request. If the Secretary neglects or refuses to fix the time of the meeting, the person or persons calling the meeting may do so. Members shall be given 7 days actual notice in advance of the meeting and the purpose of the meeting shall be so stated in the notice.

2.07. Quorum and Adjournment.

A. General Rule. A meeting of Members of the Corporation duly called shall not be organized for the transaction of business unless a quorum is present. The presence in person of Voting Members, by and through their respective District Administrators, entitled to cast at least a majority of the votes that all Voting Members are entitled to cast on a particular matter to be acted upon at the meeting shall constitute a quorum for the purposes of consideration and action on the matter. Quorum will be a majority.

B. Withdrawal of a Quorum. The Members present at a duly organized meeting can continue to do business until adjournment notwithstanding the withdrawal of enough Members to leave less than a quorum.

C. Adjournment for Lack of Quorum. If a meeting cannot be organized because a quorum has not attended, those present may, except as provided in the Act, adjourn the meeting to such time and place as they may determine.

D. Adjournments Generally. Any regular or special meeting may be adjourned for such period as the Members present and entitled to vote shall direct.

E. Other Action in Absence of Quorum. Those Members entitled to vote who attend a meeting of Members that has been previously adjourned for one or more periods aggregating at least fifteen (15) days because of an absence of a quorum, although less than a quorum as fixed in this section, shall nevertheless constitute a quorum for the purpose of acting upon any matter set forth in the notice of the meeting if the notice states that those Members who attend the adjourned meeting shall nevertheless constitute a quorum for the purpose of acting upon the matter.

2.08. Selection.

General Rule. Except as otherwise provided in the Act or the Articles or these Bylaws, whenever any Corporation action is to be taken by vote of the Members of the Corporation, it shall be authorized by a majority of the votes cast at a duly organized meeting of Members, by and through their District Administrators, except as provided by Article X.

2.09. Organization. At every meeting of the Members, the President, or in his/her absence one of the four Vice Presidents, or in their absence a person chosen by vote of the Members present; shall act as Chairperson of the meeting. The Secretary or, in the absence of the Secretary, a person appointed by the Chairperson of the meeting, shall act as Secretary.

2.10. Affiliation. Members should not be actively engaged in the promotion of any other youth baseball or softball program.

ARTICLE III BOARD OF DIRECTORS

3.01. Term of Office of Directors. Directors shall be the duly elected/appointed District Administrators of the State of New Jersey, as recognized by Little League Baseball, Incorporated. Each Director shall serve for a term which coincides with his/her term as a District Administrator. Each director shall hold office until the expiration of the term for which he or she was elected and until his or her successor has been duly elected and qualified or until his or her earlier death, resignation or removal. Directors may succeed themselves with no restriction as to length of service. Appointments, successor appointments and resignations are effective upon the filing of written notice of the same with the Corporation, and in conjunction with the requirements of resignation of Little League Baseball, Incorporated. Vacancies in office may be filled by the Member (District) who is without representation by a District Administrator, pursuant to the policies of Little League Baseball, Incorporated for filling the vacancy of the position of District Administrator, and whose representative has ceased to be a director and a director so appointed shall serve until the expiration of the term for which his predecessor was elected.

3.02. Powers. The property and affairs of the Corporation shall be managed by the Board of Directors of the Corporation. The Board of Directors shall have and is vested with all the unlimited power and authority, except as it may be expressly limited by law, the Articles of Incorporation or these By-Laws, to supervise, control, direct and manage the property, affairs and activities of the Corporation and to determine the policies of the Corporation. In carrying out its duties the Board of Directors shall be authorized to commit the Corporation to short or long-term leases and debts and to do or cause to be done any and all lawful things for and on behalf of the Corporation, to exercise or cause to be exercised any or all of its powers, privileges or franchises, and to seek the effectuation of its objects and purposes.- provided, however, that (1) the Board of Directors shall not

authorize or permit the Corporation to engage in any activity not permitted to be transacted by the Articles of Incorporation or by a not-for-profit corporation organized under the laws of the State of New Jersey or by an organization which is exempt from income tax under section 501(c)(3) of the Code - and (2) none of the powers of the Corporation shall be exercised to carry on activities, otherwise than as an insubstantial part of its activities, which are not in themselves in furtherance of the purposes of the Corporation.

3.03. Meetings. The Board of Directors shall meet at all Membership meetings as outlined in Article II.

3.04. Notice of Meeting. Notice of any annual, regular or special meeting shall be given at least three (3) days previous thereto by written notice delivered personally, electronically or mailed to each director at his business or home address. Any director may waive notice of any meeting. The attendance of a director at any meeting shall constitute a waiver of notice of such meeting, except where a director attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. Except for any proposal to alter, amend or repeal the By-Laws or to adopt new By-Laws, for which notice of the terms thereof must be given as above provided, neither the business to be transacted at, nor the purpose of any regular or special meeting of the Board of Directors need be specified in the notice or waiver of notice of such meeting.

3.05. Quorum. The presence of a majority of all the directors in office shall constitute a quorum for the transaction of business at any meeting of the Board of Directors. If there be less than a quorum present, a majority of the directors present may adjourn the meeting from time to time and place to place and cause notice of each such adjourned meeting to be given to all absent directors.

3.06 Robert's Rules of Order shall govern the proceedings of all meetings on all matters not specifically prescribed by this Constitution or By-Laws otherwise adopted by the corporation.

ARTICLE IV OFFICERS

4.01. Qualifications. The officers of the Corporation shall consist of a President (State Director) and four Vice Presidents (Section Coordinators) all who shall be active District Administrators at the time of election, and two non-voting officers, the Secretary (State Information Officer) and Treasurer. The State Director and Section Coordinators shall be members of the Board of Directors. The Section Coordinators shall be elected by their respective Section members, or in the case of the State Director all the District Administrators of the State of New Jersey, in good standing with the Corporation. The State Director shall serve a term of four years, and each Section Coordinator shall serve for a four-year term; elections for Section 1 and 3 Coordinators shall be in odd years and Sections 2 and 4 Coordinators in the even years. Section Alternates, shall also have a four year elected term coinciding with their respective Section Coordinator. Election of all Officers shall be held by secret ballot at the annual spring meeting for the succeeding fiscal year, with any tie vote for Section Coordinator or Section Alternate, not broken after two ballots, determined by the State Director.

4.02. Removal. Any officer elected by the Board of Directors may be removed as an officer by the Board of Directors whenever in its judgment the best interest of the Corporation would be served thereby, but such removal shall be without prejudice to the contractual rights, if any, of the officer so removed. The Board of

Directors may recommend removal of an officer for any reason and shall be effective upon a majority vote of the Board of Directors at a duly constituted meeting.

4.03. Vacancies. A vacancy in any office because of death, resignation, removal, disqualification or otherwise, may be filled by a majority vote of the Board of Directors, or in the case of a Section Coordinator the majority vote of the Section Members, at any regular meeting or at any special meeting called for that purpose, or may be filled by a majority vote of the Board of Directors called by the State Director and cast electronically

4.04 Corporation Executive/Voting Officers:

A. State Director (President). The State Director must be a District Administrator with at least 5 years of experience on the Board of Directors, active in attending Corporation meetings, East Region meetings and training programs, and the Little League International Congress to assure that the Corporation is informed and represented within the Little League Baseball, Incorporated organization. The State Director shall (1) conduct the affairs of the Corporation and execute the policies established by the Board of Directors; (2) Communicate to the Board of Directors such matters as deemed appropriate, and make such recommendations as will promote the general welfare and objectives of the Corporation; (3) serve as the representative of the Corporation on all projects and programs, that require coordination by the Corporation; (4) preside at meetings of the State Committee, Board of Directors and General Membership; (5) solicit from membership and Little League Baseball, Inc. agenda topics for meetings; (6) serve as Director of all New Jersey State Tournaments; (7) consult with State Little League Tournament hosts and their District Administrators host responsibilities and tournament procedures; (8) ensure a systematic rotation and assignment of all State Tournaments and (9) perform such other duties as may be prescribed from time to time by the Board of Directors.

The State Director shall be the Chief Executive Officer of the Corporation and shall perform all duties incident to the office including the maintenance and supervision of all records, the conduct of correspondence, supervision of the maintenance and use of all property of the Corporation and the supervision and direction of staff members. The State Director shall have authority with respect to all financial management of the Corporation as provided in Article VI of these Bylaws. The State Director (together with the Treasurer) shall be responsible for the preparation of the annual budget and the presentation thereof to the Board of Directors for approval. The State Director shall prepare background documents to assist the Board of Directors in their deliberations and shall generally assist the officers and directors in the discharge of their duties. All officers and staff, including the District Administrators, shall serve without compensation.

B. Section Coordinators (Vice Presidents). Section Coordinators must be District Administrators on the Board of Directors active in attending Corporation meetings, Little League Regional training programs, and the Little League International Congress to assure that the Corporation is informed and represented within the Little League Baseball, Incorporated organization. The Section Coordinators shall: (1) in the absence or disability of the State Director, and provided he/she is authorized by the State Director or the Board of Directors to so act, perform the duties of the State Director, and when so acting, shall have all the powers and responsibilities of the office of State Director as set forth in section 4.04 State Director; and (2) represent interests of the Section on the State Committee; (3) ensure District Administrators are up to date on their annual assessment; (4) establish and maintain section tournament rotation plans for all divisions; (5) ascertain and confirm district participation in all Little League Baseball and Softball tournaments; (6) ensure Tournament Information Forms (TIF) are distributed to all sending districts in early June and that data is consistent with that included on district, section and state website; (7) ensure that Section and State Tournament sites approved by the Board of Directors are not changed without approval; and (8) meet with all section District

Administrator's and the Section Umpire Consultants to develop list of umpire selections for state tournaments as may be required from time to time.

C. Section Alternate: Section Alternates must be District Administrators on the Board of Directors and serve in the absence of the Section Coordinator. Section Coordinators may participate in State Committee Meetings and shall assist the Section Coordinator in all duties.

4.05. Corporation Non-voting Officers: The Corporation may deem from time to time the need to appoint and ratify the appointment of additional officers of the board. These positions would be held by current and active volunteers within a league/district in the state. By virtue of their appointment and ratification to such position, they are not to be considered members of the Board of Directors, which positions may only be occupied by District Administrators, as set forth herein above.

A. State Information Officer (Secretary). The Information Officer is a non-voting member of the State Committee, appointed by the State Director, subject to the approval of the membership. The Information Officer shall: (1) record and maintain the minutes of all meetings; (2) maintain and disseminate a current list of all members with address, e-mail, mobile phone number; (3) shall notify each member of the date, time and place of all meetings; (4) maintain record of all state rotation plans; (5) maintain the State website and electronic inventory and custody of all corporate records of the corporation; (6) ensure that the East Region is promptly notified of all State Champions; and (7) shall perform such duties as requested by the State Director or Board of Directors.

B. Treasurer. The Treasurer is a non-voting member of the State Committee, appointed by the State Director, subject to the approval of the membership. The Treasurer shall (1) receive all monies to the Corporation and deposit in a depository approved by the Board of Directors; (2) disburse funds of the Corporation as directed by the President or the Board of Directors; (3) prepare and submit a financial report at each meeting of the Board of Directors and State Committee; (4) prepare an annual budget as directed by the President and State Committee, for submission to the Board of Directors at the Annual Meeting; and (5) secure all State Committee and Board of Director meeting facilities or electronic communication means. Unless otherwise determined by the Board of Directors, the Treasurer shall be responsible for the custody of all funds and securities of the Corporation and shall render such accounts, statements and reports as may from time to time be required by the Board of Directors. All checks shall require the signatures of two officers and be supported by a NJ State Little League Memorandum of justification.

C. State Umpire Consultant. The State Umpire Consultant is a non-voting member of the State Committee, appointed by the State Director, subject to the approval of the membership. The State Umpire Consultant shall: (1) organize and direct an annual state umpire school utilizing Section Umpire Consultants; (2) assemble a staff of umpires for each State tournament; (3) serve as a State Umpire at the Little League Baseball State Tournament; (4) complete the umpire assignment grid for the Little League Baseball State Tournament after consultation with the host Section Umpire Consultant and District Administrator; (5) supervise Section Umpire Consultants to ensure quality instruction at the statewide umpire school and adherence to all state tournament standards and procedures; (6) serve as the principal source of information to answer questions of a technical nature in the Rules and Regulations of Little League Baseball and Softball; and (7) report annually to the state committee on issues pertaining to umpiring.

D. State Safety Officer. The State Safety Officer is a non-voting member of the State Committee, appointed by the State Director, subject to the approval of the membership. The State Safety Officer: (1) communicates regularly with section safety officers to develop a state-wide program to assist district safety officers in promotion of the ASAP program within their districts; (2) develops an annual state safety plan for presentation to the membership; (3) recommends expenses to the State Committee for inclusion in the State budget; and (4) keeps the State Director and Committee informed of State ASAP progress.

E. **State Tournament Coordinator.** The State Tournament Coordinator is a non-voting member of the State Committee, appointed by the State Director, subject to the approval of the membership. The State Tournament Coordinator: (1) drafts and manages coordinated International, Regional, State and Section baseball and softball tournament schedules with corresponding hosts; (2) publishes and maintains State tournament rotation schedules and ensures review at State meeting annually; (3) ensures that the Board of Directors is aware of the possible 11 State tournaments and advises on possible combinations where there are insufficient teams to support the standard district, section and state format; (4) invites state tournament hosts to spring state meeting to present plans for their respective tournaments; (5) coordinate with the State Safety Officer and State Umpire Consultant to ensure minimum safety requirements are satisfied and that qualified umpires are assigned to work state tournaments; and (6) shall develop and maintain a process where State tournament hosts can enter game scores directly to the website following games.

4.06. State Committee. Operating governance of the New Jersey State Little League District Administrators Association is vested in the New Jersey State Little League Committee, subject to the approval of the Association (Board of Directors).

Voting members of the Committee include: the State Director (may only vote on Committee matters in the case of a tie; each of the 4 Section Coordinators; or in the absence of a Section Coordinator the respective Section Alternate shall cast a vote on behalf of the Section; or in the absence of the Section Coordinator and Alternate, and providing the Section Coordinator has notified the State Director 24 hours in advance of the scheduled meeting, a sitting District Administrator in the Section may cast a vote on behalf of the Section. Non-voting members of the State Committee shall include the State Information Officer (Secretary), Treasurer, State Umpire Consultant, State Safety Officer and State Tournament Coordinator.

**ARTICLE V
COMMITTEES AND ADVISORY BOARDS**

5.01. Organization. The Board of Directors may designate standing or special committees which shall have and exercise such authority in the management of the Corporation's affairs as may be determined from time to time by a resolution of the Board. The State Director shall determine such committee membership from the members of the Board and other members as defined in Article 2.01 (C)(D).

5.02. Tenure. Each member of a standing committee shall continue as such until the next annual meeting of the Board of Directors and until his/her successor is appointed, unless the committee shall be sooner terminated, or unless such member be removed from such committee, or unless such member shall cease to qualify as a member thereof. Each member of a committee shall serve for the duration of the existence of such committee unless removed by the State Director.

5.03. Chairperson. The chair must be a member of the Board of Directors and at least one of the Section Coordinators must be a member of the committee. Non-voting Officers, Assistant District Administrators, and former District Administrators may also be appointed to serve and serve at the pleasure of the State Director.

5.04. Acts of the Committees. Unless otherwise provided in the resolution of the Board of Directors designating a committee, a majority of the whole committee shall constitute a quorum and the act of a majority of the members present at a meeting at which a quorum is present shall be the act of the committee.

5.05. The Board of Directors may consider designating the following committees to exercise authority in the management of the Corporation's affairs: State Committee; Nominating Committee; Umpire Committee; and Tournament Committee.

ARTICLE VI FINANCIAL MANAGEMENT

6.01. Authority of the President.

A. Except as otherwise provided by Board of Directors Resolution, the President shall have the authority to incur expenses within the limits of the annual budget and in accordance with the policies of the Corporation, to receive and disburse funds in order to carry out the policies and programs of the Corporation, to engage in any kind of activity and to enter into, perform and carry out contracts of any kind necessary to, or in connection with, or incidental to, the accomplishment of the purposes of the Corporation; to maintain and operate the Corporation's assets, to recommend actions regarding staff, agents, independent contractors and accountants after consultation with the Board of Directors; and to enter into and carry out contracts and agreements and execute any and all documents or instruments and do and perform all such other things as may be in the furtherance of the Corporation's activities and purposes or which are necessary or appropriate to the conduct of the Corporation's activities or purposes.

6.02. Banks. All funds of the Corporation shall be deposited from time to time to the credit of the Corporation in such financial institutions as the Board of Directors may select. The current bank is PNC, 1564 Palisade Ave. Fort Lee, NJ 07024.

6.03. Fiscal Year. The fiscal year of the Corporation shall end September 30 of each year.

6.04. Financial Statements. It shall be the duty of the Treasurer or the Treasurer's designee to direct the annual preparation, presentation and submission of such financial statements as are necessary to inform the Board of Directors and Members as to the financial position of the Corporation and as may be required for submission to governmental agencies, inclusive of the IRS 990, State of New Jersey Consumer Affairs and Corporate registration. The Treasurer not later than December 15th of each year shall deliver a financial report of the Corporation to Little League Baseball, Incorporated and to the Members in such detail as Little League Baseball, Incorporated may request. Upon demand of Little League Baseball, Incorporated, such financial shall be certified by a certified public accountant.

6.05. Budget. The annual budget of the Corporation shall be prepared and submitted to the State Committee for review and approval prior to the Annual Meeting of the Board of Directors.

6.06. Auditor. The Board of Directors may appoint an auditor who shall be a certified public accountant or a firm of certified public accountants. The auditor shall have access to all books, papers, records and computer files as required. The auditor shall furnish the Board of Directors with such reports concerning the affairs of the Corporation as may be required. These reports shall be made accessible to the Members of the Corporation.

6.07. Travel Expenses. The New Jersey State District Administrators Association recognizes the expense involved in the administration of the Association and in the promotion of Little League Baseball and Softball throughout the State of New Jersey. In doing so it authorizes the State Treasurer to reimburse the State Director for all automobile mileage in conjunction with State Little League business. Upon the submission of a NJ State Little League Memorandum of justification, said reimbursement shall be calculated by the then IRS approved business reimbursement rate for miles driven.

ARTICLE VII. MEETINGS AND GOOD STANDING

7.01. State Meetings. All Members (Districts) shall be represented at State Association Meetings either by the District Administrator or his/her designated representative. A calendar of scheduled State Association and Committee Meetings is published on the State Association website.

7.02. Good Standing. A Member (District) will be considered not in good standing for any of the following actions: delinquent in payment of their annual assessment fee; not being represented at two consecutive State meetings; or disregard for tournament procedures as outlined in New Jersey State Tournaments – Standards and Guidelines.

Districts deemed to be not in good standing will be denied the opportunity to host tournaments above the District level, vote or speak at State meetings. The District Administrator will not be entitled to his/her State pin allotment, privileges at tournaments or other Little League State functions.

A Section Coordinator, with the approval of the State Committee, may deny a member district the privilege of hosting sectional tournaments for successive violations of State and Little League Baseball rules and regulations. The Section Coordinator is responsible for following due process by allowing the offending District Administrator to answer allegations at a duly called Section meeting. Following the Section meeting the Section Coordinator must notify the State Director of his/her intent to withhold host privileges so that the issue

may be added to the next scheduled State Committee meeting. Suspension of hosting privileges shall not exceed a single year without the unanimous vote of the State Committee.

ARTICLE VIII. TOURNAMENT SCHEDULES, STANDARDS, PROCEDURES AND RESPONSIBILITIES

8.01. Schedules. The State Tournament Coordinator shall prepare, maintain, and post a schedule of all New Jersey Section and State Tournaments, inclusive of a Tournament Games Daily Calendar. Once approved by the State Association these calendars are to be followed in the administration of all District, Section and State Tournaments.

8.02. Standards. In the operation of all New Jersey State Tournaments, the Tournament Director (District Administrator) is responsible for adhering to New Jersey State Standards and Guidelines as outlined in New Jersey State Tournaments – Standards and Guidelines, amended from time to time by a majority vote of the Membership. Standards referred to in this document shall include but not be limited to game schedules, tournament information forms, host responsibilities and tournament procedures, conflict of interest, umpire selection, dress code, and television/radio policies.

8.03. State and Section Tournament Host. All State and Section tournament sites shall be selected and announced no later than the spring meeting of the State Committee usually held on the first or second Saturday of March. Failure to do so will result in the reassignment of section tournaments, at the discretion of the Section Coordinator, and reassignment of State Tournaments at the discretion of the State Director. Host leagues will then be given thirty days to secure an approved Safety Plan.

8.04. Safety Plans. As a condition of acceptance of any New Jersey State Little League Tournament, the Host Little League must have an approved Little League Baseball Safety Plan (ASAP). Notification of plan approval by Little League Baseball, Inc must be sent to the State Director no later than the first of April in the year of the tournament. Failure to do so will result in the reassignment of the tournament to a Host League with an approved Safety Plan.

8.05. State Tournament Recognition. State Tournament hosts are provided with State Tournament pins from the State Association at no cost, for each coach and player in the State Tournament. In addition, host leagues are to provide each participant with a Little League State Level Tournament pin; each team with a participant trophy or plaque; and the State Champion with a State Champion Banner. This recognition is minimum recognition as often hosts present players and teams with additional medals, trophies or plaques.

8.06. Award to Regional Winners. Any team from New Jersey that wins a Mid Atlantic or East Region Tournament shall receive an award from the New Jersey State Little League District Administrators Association.

8.07. Dress Code. Proper dress and conduct at tournament time are essential to the continued success of the Little League program. New Jersey District Administrators have adopted the following dress code for all tournament games played in New Jersey. Any manager, coach or umpire unwilling to abide by the dress code should not accept the assignment. The Tournament Director shall not permit anyone not dressed according to the code on the field for pre-game practice or the game.

Managers and Adult Coaches

- Managers and Coaches shall wear hats and shirts similar to those of the team they represent.

- ✓ Long pants (**EXCEPT DUNGAREES AND JEANS**) SHALL BE WORN BY BOTH Manager and Adult Coaches. Shorts may be worn if all Adults are wearing the same type.
- Long pants or shorts must be Docker style (Khaki, White or Black); or golf/coaches style consistent with team colors.
 - ✓ Pants that are frayed will not be permitted.
 - ✓ Pants or shorts shall not have more than two front pockets and two back pockets.
 - ✓ (Cargo Shorts are not permissible)
 - ✓ Sweatpants of any type are not to be worn even if they are consistent with team colors.
- Shirts must have collars and sleeves and be tucked in completely around the waist.
 - ✓ The shirt shall be consistent with the color scheme of the team they represent.
 - ✓ The shirt must not display any reference to **Drugs, Alcohol, Tobacco or Nudity or Firearms.**
- Athletic shoes (**No Metal Spikes**) or sneakers must be worn. They shall be in good repair, laced and tied. Sandals are not permitted.

Players

- All players must be uniformed.
- Shirt-tails must be tucked in completely around the waist.
- All players must have the official Little League patch on their uniform.

Umpires

- All umpires shall wear the same color and style shirts.
- Approved umpire shirts include Navy blue, Light blue, Black, Cream and Red. An alternate color may be used if the district purchases for all umpires.
- Undergarments shall be the same color as agreed upon by the umpiring staff.
- All umpires shall wear Major League style gray slacks. No shorts are permitted at any time.
- Black belt
- Black or Navy-Blue socks
- Primarily Black Officials shoes
- Navy Blue or Black Hat. (Consistent with Shirt color).
- Only one patch may be worn on the hat or shirt; i.e., LLWSUA patch, District Affiliation.

ARTICLE IX. UMPIRES

9.01. Umpires. The role of the State Umpire Consultants is primarily to develop and conduct training sessions for all Little League volunteer umpires in New Jersey. Under the direction of the State Supervisor of Umpires, the consultants shall serve as a source of information to answer questions of a technical nature in the Rules and Regulations of Little League Baseball, Inc.

- A. **Section Umpire Consultants.** Umpire Consultants for the Sections are appointed by the Section Coordinator with the advice and consultation of the State Director and State Supervisor of Umpires. Their responsibilities include: (1) assist the State Supervisor of Umpires in the organization of a statewide umpire school and serve as an instructor; (2) serve as State Umpire at all State Tournaments held within their section and provide advice and instruction to game umpires; Exception - Section Umpire Consultant may designate this authority to a host District Umpire Consultant when more than one state tournament is held at the same time within a section; (3) Complete the Umpire Assignment grid for the State Tournament after consulting with host Section Umpire Consultant and District Administrator; (4) Serve as State Umpire at Little League Baseball State Tournament when it is held within the section; (5) Communicate with all District Umpire Consultants and District Administrators on the selection of umpires to represent the section at each state tournament; and (6) Collect and forward all required documents for each umpire to the State Supervisor of Umpires.
- B. **Regional Tournament Nominations.** Umpires recommended by a District Administrator for work in a Regional Tournament must first meet minimum State of New Jersey requirements as described in Umpires Recommended for Regional Tournaments, as amended from time to time by a majority vote of the membership.
- C. **Section Umpire Clinics and Planning.** The New Jersey Little League Umpire Training Program is amended from time to time by a majority vote of the membership.
- D. **Background Checks.** The Tournament Director (Host District Administrator) shall certify to the State Supervisor of Umpires no later than June 1st, that all local umpires officiating during the State Tournament have submitted to them a Little League Volunteer application and that the Host District Administrator has conducted a background check for each applicant as per guidelines set forth by Little League Baseball, Incorporated under their Child Protection Policy.

This certification, along with Volunteer Application secured by the State Supervisor of Umpires for all the Section Umpires assigned to the State Tournament(s) shall be forwarded to the State Director or his Designee (State Safety Officer) no later than 3 weeks prior to the start of the State Tournaments.

Any umpire failing to submit the required documents by the timelines set forth in the Procedures for Selection of Section Umpires shall not be assigned games to officiate.

E. **Game Assignments.** The State Supervisor of Umpires or Designated State Umpire at a State Tournament shall adhere to the following when assigning Section Umpires during State Tournament play:

- Each section umpire should be scheduled for 1 plate assignment and 2 base assignments at a minimum in games 1-5. Local umpires fill out the assignments.
- After game 5 is played, the State Umpire, Local Umpire Consultant and Tournament Director shall meet and make assignments for Game 6 and 7. Assignments to the State Championship games are to be earned, not predetermined.

- Section Umpires are to be assigned to Games 6 and 7.
- The Tournament Director (Host DA) and State Umpire shall determine if there is a need to have a State Umpire on the field.

F. Umpire Patch. Any Section Umpire assigned to a NJ Little League State Tournament shall receive a patch from the New Jersey State Little League District Administrators Association that may be worn on their uniform.

ARTICLE X. LIMITATION OF PERSONAL LIABILITY OF DIRECTORS; INDEMNIFICATION OF DIRECTORS, OFFICERS AND OTHER AUTHORIZED REPRESENTATIVES

10.01. Limitation of Personal Liability of Directors. A Director (District Administrator) of the corporation shall not be personally liable for monetary damages as such for any action taken, or any failure to take any action, unless:

- A. The Director has breached or failed to perform the duties of his or her office; and
- B. The breach or failure to perform constitutes self-dealing, willful misconduct or recklessness.

The provisions of this Section shall not apply to (a) the responsibility or liability of a director pursuant to any criminal statute; or (b) the liability of a director for the payment of taxes pursuant to local, state or federal law.

10.02. Indemnification. The Corporation shall indemnify any natural person from liability arising by reason of his service as a director, except as stated in Section 7.01. The Corporation shall have the power to purchase and maintain insurance on behalf of each person who is a Director, officer, staff member or agent of the Corporation against any liability asserted against such person and incurred by such person in such capacity.

ARTICLE XII DISSOLUTION

Upon dissolution of the Corporation, assets shall be distributed in the following order of priority: (a) In equal shares to the current and active Districts of Little League Baseball, Incorporated within the state which are entitled to exemption from income tax pursuant to Section 501(c)(3) of the Code or, if there are none; (b) to Little League Baseball, Incorporated if it is then in existence and entitled to exemption from Federal Income Tax and pursuant to Section 501(c)(3) of the Internal Revenue Code. or if it is no longer in existence or so qualified, for one or more exempt purposes within the meaning of the Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code or shall be distributed to the Federal government or to a state or local government for a public purpose as nearly as possible consistent with the purposes of Little League Baseball, Incorporated. Any such assets not so disposed of shall be disposed of by a Court of competent jurisdiction of the county in which the principal office of the Corporation is then located, exclusively for such purposes or to such organization or organizations as said Court shall determine, which are organized and operated exclusively for such purposes.

ARTICLE XIII MISCELLANEOUS

13.01. Registered Office. The address of the initial Registered office of the Corporation in the State of New Jersey is 8 Steeple View Court, Lambertville, NJ 08530. The Board of Directors may alter the registered office of the Corporation from time to time. The Corporation may also have offices at such other

places as the Board of Directors may from time to time designate and as the business of the Corporation may require.

13.02. Corporate Seal. The corporate seal shall consist of a circular impression containing the name of the Corporation, the state of incorporation and the word "seal", in such form as shall be designated by the Board of Directors. Unless required by law or express provision of these By-Laws, the use of the corporate seal shall not be necessary to the validity of any instrument.

ARTICLE XIV AMENDMENTS AND OPERATING STANDARDS

14.01. Amendments. Except as prohibited by law, the By-Laws of the Corporation may be altered, amended or repealed, and new By-Laws adopted, only at a duly convened meeting of Members by a 2/3rd majority vote of Membership eligible to vote and provided written notice of the proposed change is included with notice of the meeting.

Any proposed amendment, repeal or alteration to the constitution of the New Jersey State Little League District Administrators Association shall be submitted in writing for consideration by the State Committee at a duly constituted meeting. The Committee shall discuss, change, amend, or discard the proposal by majority vote of the committee. Upon approval of the committee, the proposed change or amendment shall be submitted to the membership as provided above.

All amendments must be approved by Little League Baseball, Incorporated before becoming effective.

14.02. Operating Standards. The Association may, from time to time, publish operating guidelines, standards, process or programs to facilitate and or enhance the organization and administration of Section and State Tournaments. Any proposed guideline, standard, process or program shall be submitted in writing for consideration by the State Committee at a duly constituted meeting. The Committee shall discuss, change, amend, or discard the proposal by majority vote of the committee. Upon approval of the committee, the proposed change or amendment shall be submitted to the membership for approval by majority vote and subsequently posted on the State Little League website.

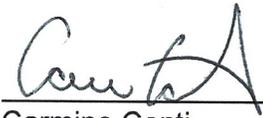
Should any conflict arise between operating standards and any other Article of this constitution, the constitution shall prevail.

The Members of the Corporation have approved this Constitution on this date November 21, 2020.

Submitted by:



Tony Luceri
Secretary
State Information Officer



Carmine Conti
President
State Director