

# **POWAY NATIONAL LITTLE LEAGUE**

## **CONSTITUTION AND BY-LAWS**

### **ARTICLE I- NAME**

**This organization shall be known as Poway National Little League/ Junior/ Senior League, Inc. hereinafter referred to as "PNLL."**

### **ARTICLE II-OBJECTIVE**

**Section 1. The objective of the PNLL is to firmly implant in the children of the Poway community the ideals of good sportsmanship, honesty, loyalty, courage, respect of authority, so that they may become well adjusted, stronger and happier children who will continue the development of their mental and physical skills and grow to become good, healthy and trustworthy citizens.**

**Section 2. PNLL, to achieve this objective, will provide a supervised program under the Rules and Regulations of Little League Baseball, Incorporated. All Directors, Officers, Players and Player's families shall bear in mind that the attainment of exceptional athletic skills or the winning of games is secondary and that the molding of future citizens is of prime importance. In accordance with Section 501-(c)-(3) of the Federal Internal Revenue Code, PNLL shall operate exclusively as a non-profit, educational organization providing a supervised program of competitive baseball and softball games.**

**Section 3. PNLL will not participate or intervene in any political campaign on behalf of any candidate for public office.**

**Section 4. No part of PNLL's net earnings shall inure to the benefit of any private shareholder, individual, company or any other entity.**

### **ARTICLE III- MEMBERSHIP**

**Section 1. Eligibility. Any person interested in active participation to effect the objective of PNLL may apply to become a member.**

**Section 2. Classes. There shall be the following classes of Members:**

- (A) Players.** Any player meeting the requirements of Little League Regulation IV and who resides within the authorized boundaries of PNLL shall be eligible for the participation, but shall have no rights, duties, or obligations in the management or in the property of PNLL.
- (B) Voting.** Any parent or custodian of a player as defined in Article III, Section 2 (A) above, or any person actively interested in the furthering of the objective of PNLL may become a Voting Member. Each Voting Member is entitled to one (1) vote on any matter placed before the general voting membership with a limit of two (2) votes per family. All Officers, Board Members, Directors, Committee Members, Managers and other elected or appointed officials must be active Voting Members in good standing.
- (C) Board of Directors.** Any Voting Member in good standing is eligible to be placed on the annual election ballot to become a PNLL Board Member for the subsequent year.
- (D) Honorary.** Any person duly elected by a majority vote of the Board shall become an Honorary Member of PNLL. Honorary membership shall be for the current season only and Honorary Members shall have no voting privileges.
- (E) Member Definition.** As used hereinafter, "Member" shall mean a Voting Member unless otherwise indicated.
- a. Officers are members who are of the following roles:
    - i. President
    - ii. Vice President
    - iii. Secretary
    - iv. Treasurer
    - v. Safety Officer
    - vi. Coaching Coordinator
- (F) No Little League Board of Director member shall be actively engaged in the promotion and/or operation of any other baseball/softball program. (Regulation 1)**
- a. PNLL shall not give any kind of support to a travel team that may have players in or outside of PNLL
  - b. PNLL shall not give any outside baseball/softball organizations field or property usage while your league holds the permits or insurance. This includes; scoreboards & majors score booth, snack shack or it's adjacent storage shed (blue roll up shed)

**(G) Board of Directors.** As used hereinafter, the word “Board” connotes the Board of Directors.

**Section 3. Other Affiliations.**

**Members, whether Voting or Player, shall not be required to be affiliated with another organization or group to qualify as members of PNLL.**

**Section 4. Suspension or Termination of Membership.**

**(A) Board Action.** The Board, by a two-third vote of those present at any duly constituted meeting shall have the authority to discipline or suspend or terminate the membership of any member of any class when the conduct of such person is considered detrimental to the best interests of PNLL and/ or Little League Baseball. The member involved shall be notified of such meeting, informed of the general nature of the charges and be given an opportunity to appear at the meeting to answer such charges.

**(B) Player/ Manager Committee Hearing.** The Board shall, in the case of a player member, give notice to the manager of the team to which the player is a member. Said manager shall appear in the capacity of an advisor, together with the player, before a duly appointed committee of the Board which shall have the full power to suspend or revoke such player’s right to current or future participation.

**ARTICLE IV DUES**

**Section 1.** Dues for player members may be fixed at such amounts as the current Board shall determine prior to the beginning of any membership registration period.

**Section 2.** Members who fail to pay their fixed dues, within thirty (30) days from the time the same become due, may by the vote of the Board, 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 PNLL. AT

**NO TIME SHOULD PAYMENT OF ANY FEE BE A PREREQUISITE FOR PARTICIPATION IN THE PNLL BASEBALL PROGRAM. (Little League Regulation XIII(C)).**

## **ARTICLE V- MEETINGS**

**Section 1. Annual Meeting.** The Annual Meeting of the members of PNLL shall be held annually on or about the 15<sup>th</sup> of June for the purpose of electing the Board of Directors for the ensuing year. Immediately following the Annual Meeting, the Board Members present, providing there be a quorum shall meet for the purpose of electing Officers and Directors and appointing Committees for the ensuing year.

**Section 2. Notice of Meeting.** Notice of the Annual Meeting and any monthly meetings of the Board shall be made available to all Members by any reasonable method including mailing to all Members or the posting of said notices at PNLL properties or events.

**Section 3. Special Meetings.** Special Board Meetings may be called at the discretion of the Board, its President and/or Secretary. Upon the written request of at least ten (10) Board Members, the President shall call a Special Meeting to consider a specific subject or subjects. No other business other than that specified in the notice of the meeting shall be transacted at any Special Meeting of the members.

**Section 4. Quorum.** The presence in person or representation by absentee ballot of one-third (1/3) of the Board Members, or a number or percentage acceptable to the Local League membership in advance of the Annual Meeting, shall be necessary to constitute a quorum.

**Section 5. Voting.** Only Board Members shall be entitled to vote at any Board Meeting of PNLL.

**Section 6. Absentee Ballot.** For the expressed purpose of accommodating a voting member in good standing who cannot be in attendance at the Annual Meeting, an absentee ballot may be requested and obtained from the Secretary of the league. The absentee ballot shall be properly completed, signed and returned in a sealed envelope to the Secretary prior to the date of the annual meeting and the election of the Board. The Secretary shall present all absentee ballots to the Election Chairman on the date of the Annual Meeting prior to the conducting of the election process.

**Section 7. Rules of Order.** Robert's Rules of Order shall govern the proceedings of all meetings except where the same conflicts with PNLL's Constitution and/or By-Laws.

## **ARTICLE VI - BOARD OF DIRECTORS**

**Section 1. Board and Number.** The management of the property and affairs of PNLL shall be vested in the Board of Directors. The number of Directors shall be not less than five (5) nor more than fifteen (15). The Directors shall, upon election, immediately enter upon the performance of their duties and shall continue in office until their successors shall have been duly elected and qualified.

**Section 1a. Little League required officers are:** President, Vice President, Secretary, Treasurer, Coaching Coordinator, and Safety Officer.

**Section 2. Required Members.** The Board membership shall include the Officers, and a minimum of one (1) manager and one (1) volunteer umpire. (Only volunteer umpires may be elected to the Board). The number of Major and Minor A managers shall not exceed a minority of the total Board Members.

**Section 3. Annual Election and Term of Office.** At each Annual Meeting, the Board Members shall determine the number of Directors to be elected for the ensuing year and shall determine the number of Directors to be elected for the ensuing year and shall elect such number of Directors. The number so fixed may, within the limits prescribed by the foregoing Section 1, be increased at any regular or Special Meeting of the Board, and if the number is increased, the additional Directors may be elected at the meeting at which the increase is voted, or at any subsequent meeting. All elections of Directors shall be by a majority vote of all Board Members present at the time of the meeting.

**Section 4. Vacancies.** If any vacancy occurs in the Board of Directors, by death, resignation or otherwise, it may be filled by a majority of the remaining Directors at any regular meeting or at any Special Meeting called for that purpose.

**Section 5. Meetings, Notice and Quorum.** Regular meetings of the Board shall be held immediately following the Annual Election and on such days thereafter as shall be determined by the Board. The President or the Secretary may schedule a Special Meeting when they deem it necessary. Upon receiving the written request of five (5) or more Directors, the Secretary shall issue a call for a Special Meeting of the Board. Notice of

each meeting shall be given by the Secretary to each Director either by mail at least three (3) days prior to the time appointed for the Special Meeting to the last recorded email address of each Director or signed personal notice at least twenty-four (24) hours preceding the meeting. In case of Special Meetings, such notice shall contain the specific purpose of the meeting and only said specified matters may be acted upon at the Special Meeting. Seven (7) members of the Board of Directors shall constitute a quorum for the transaction of business at a Special Meeting.

#### **Section 6. Duties and Power.**

- (A) **Power.** The Board shall have the power to appoint such standing committees as it shall determine necessary and will delegate such powers to them as the Board deems advisable and which the Board has the proper authority to delegate. The Board may adopt such rules and regulations for the conduct of its meetings and the management of PNLL as it may deem proper. The Board shall have the power by two-thirds (2/3) vote of those present at any regular or special meeting to discipline, suspend or remove any Director, Officer, or Committee member of PNLL in accordance with the procedure set forth in Article III, Section 4 (a).
- (B) **Duties.** The Board shall receive, at the Annual Meeting of members of PNLL, a report verified by the President and Treasurer, or by a majority of the Directors, showing the amount of real and personal property owned by it, where so located, and where/how it is invested, the amount and nature of the property acquired during the year immediately preceding, the date of the report and the manner of acquisition, the amount applied, appropriated or expended during said year, and the purposes, objects or persons to or for which such applications, appropriations or expenditures have been made; and the names and places of residence of the persons who have been admitted to the membership in PNLL during said year, which report shall be filed with the records of PNLL and an abstract thereof entered into the minutes of the proceedings of the Annual meeting. A copy of such report shall be forwarded to Little League Headquarters.

### **ARTICLE VII – REQUIRED COMMITTEES**

**Section 1. Rules Committee.** The Board of Directors shall appoint a Rules Committee to manage local rules for PNLL. Rules Committee shall make recommendations to the Board for changes to the local rules, as appropriate.

**Section 2. Protest Committee.** The Board of Directors shall appoint a Protest Committee to manage any situations where a formal protest is filed.

**Section 3. Disciplinary Committee.** The Board of Directors shall appoint a Disciplinary Committee to manage and resolve any Little League incidents involving players and or coaches/managers or parents. The Disciplinary committee shall be made up of five (5) board members in addition to being overseen by the President. Any Board Member who is closely involved in the incident shall be temporarily removed from the committee and replaced by the Vice President.

## **ARTICLE VIII – OTHER COMMITTEES**

The following are recommended but not required committees to be used as needed.

**Section 1. Nominating/Membership Committee.** The Board of Directors may appoint a Nominating/Membership Committee consisting of three (3) Directors. The Committee shall investigate and consider eligible and qualified candidates and submit a list to the Board prior to the Annual or any special Meeting a slate of recommended candidates for the Board of Directors. The Committee may also submit for consideration by the Board of Directors a slate of Officers and Committee Members.

**Section 2. Finance Committee.** The Board of Directors may appoint a Finance Committee consisting of not less than three (3) nor more than five (5) Directors. The Treasurer shall be an ex-officio member of the Committee.

**Section 3. Sponsorship/Fundraising Committee.** The Board of Directors may appoint a Fundraising/Sponsorship Committee of not less than three (3) nor more than (5) Directors. The Committee shall explore the various means to raise money for PNLL in conjunction with the Finance Committee's or Treasurer's budget requirements.

**Section 4. Building and Property Committee.** The Board of Directors may appoint a Building and Property Committee consisting of three (3) Directors. The Committee shall investigate and recommend available, suitable sites and plans for development, including ways and means, the latter in cooperation with the Finance Committee. It shall be responsible for repair and improvement recommendations, others than normal maintenance, and supervise the performance of approved projects.

**Section 5. Grounds Committee.** The Board of Directors may appoint a Ground Committee which shall be responsible for the care and maintenance of the playing fields, buildings and grounds. It shall operate within the amount appropriated in the approved budget for that purpose.

**Section 6. Playing Equipment Committee.** The Board of Directors may appoint a Playing Equipment Committee which shall secure bids on needed supplies and equipment and make recommendations for their purchase to the Board. The Committee shall be responsible for the proper issuance of supplies and equipment and for the repair, cleaning, and storage thereof at the close of the season.

**Section 7. Manager Committee.** The Board of Directors may appoint a Manager Committee consisting of at least three (3) Directors and two volunteers. The Coaching Coordinator shall chair the Committee. The Committee shall interview and investigate prospective managers and coaches and report its findings to the President of PNLL. It shall, at the request of the President or Board, investigate complaints concerning managers and coaches and make report thereof to the President or Board of Directors as the case may be.

**Section 8. Umpire Committee.** The Board of Directors may appoint an Umpire Committee consisting of at least three (3) Directors. The PNLL President shall be Chairman of any such Committee. The Committee shall recruit, interview and recommend to the Board for appointment a staff of umpires, including a Chief Umpire and replacements. When appointed, the staff of umpires shall be under the personal direction and responsibility of the President of PNLL, assisted by the Umpire in Chief who shall train, observe and schedule the staff.

**Section 9. Auxiliary Committee.** The Board of Directors may appoint an Auxiliary Committee consisting of three (3) Board Members. The Committee shall coordinate the activities of the Auxiliary. It shall review and evaluate projects and make recommendations to the Board. The Board of Directors shall approve, in advance, all projects and actions of the Auxiliary.

**Section 10. Auditing Committee.** The Board of Directors shall appoint an Auditing Committee consisting of three (3) Directors. The President, Treasurer or signatories of checks are not eligible. The Committee will review PNLL's books and records annually prior to the Annual Meeting and attach a statement of their findings to the annual financial statement of

the President and Treasurer; or may, if directed by the Board, secure the services of a Certified Public Accountant to accomplish such review.

## ARTICLE IX – OFFICERS, DUTIES AND POWERS

**Section 1. Officers.** The Officers of PNLL shall consist of a President, one (1) or more Vice-Presidents, a Secretary, a Treasurer, a Player Agent, a Coaching Coordinator and a Safety Officer, all of whom shall hold office for the ensuing year or until their successors are duly elected. The Board 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.

### Executive Committee

**Section 1. President.** The President shall:

- (A) Personify the best public image in reflection to the community at large.
- (B) Preside at league meetings
- (C) Assume full responsibility for the operation of the local league.
- (D) Serve as spokesperson for league.
- (E) With board approval, select and appoint managers, coaches, and committees.
- (F) A president may manage, coach or umpire, provided he/she does not serve on the protest committee, nor serve as tournament team manager or coach.
- (G) Be the leader of the league and set direction
- (H) Interface to District 31 & Little League International
- (I) Help run the All Star selection meetings with the Player Agent and the respective Division Directors
- (J) Manage relationship with Pomerado Elementary School.
- (K) Help out wherever needed
- (L) Delegate duties as needed

**Section 2. Vice President of Baseball Operations.** The Vice President of Baseball Operations shall:

- (A) Manage Baseball Operations Team and is actively involved in supporting their efforts
- (B) Interface to District 31 & Little League International, in absence of President.
- (C) Help out wherever needed
- (D) A vice president may manage, coach or umpire, provided they do not serve on the protest committee.

(E) Regularly check and respond to the [board@pnll.org](mailto:board@pnll.org) email

**Section 3. Treasurer. The Treasurer shall:**

- (A) Be responsible for all of the league's finances (bank accounts, CD's, etc)
- (B) Pay all the league's bills
- (C) Monitor the league's PO Box
- (D) Produce monthly statements for each board meeting and an end of year statement
- (E) Interface to tax return preparer
- (F) Manage budget projection and tracking
- (G) Manage capital improvement projects with an appropriate board member partner, as necessary.
- (H) Keep all league paperwork (receipts, files, etc.)
- (I) Manage league insurance requirements
- (J) Coordinate hiring third party port-a-potty company for fields as necessary.
- (K) Be financial manager of fundraising and sponsorship initiatives.

**Section 4. Secretary. The Secretary shall:**

- (A) Be responsible for coordinating league charter and other official Little League administrative requirements under direction of President.
- (B) Manage league calendar and work with Communications Director to make public.
- (C) Manage league by-laws and works with Communications Director to ensure current by-laws are publicly available.
- (D) Take and publish meeting minutes
- (E) Be responsible for making all room reservations
- (F) Set and manage field opening and closing schedule for board members.

**Section 5. Safety Officer. The Safety Officer shall:**

- (A) Generate the safety training for managers, coaches, board members, etc
- (B) Update/generate the safety manual and handles distribution
- (C) Manage LIVESCAN and JDP background checks for all volunteers
- (D) Create safety plan and works with Secretary to submit to Little League International
- (E) Work with Division Directors and arranges training 'to make sure all managers/coaches meet first aid requirements.
- (F) Enforce safety issues
- (G) Manage all injury reporting & forms

- (H) Coordinate all safety activities.
- (I) Ensure safety in player training, ensures safe playing conditions,
- (J) Coordinate reporting and prevention of injuries
- (K) Solicit suggestions for making conditions safer
- (L) Work with Secretary to reports suggestions to Little League Headquarters.
- (M) Work with Equipment Director to ensure equipment meets safety standards.
- (N) Ensure first aid kits are fully equipped with necessary equipment

**Section 6. Coaching Coordinator. The Coaching Coordinator shall:**

- (A) Represent coaches/managers in league
- (B) Presents a coach/manager training program
- (C) Orders and distributes training materials to players, coaches, managers
- (D) Coordinates clinics as necessary
- (E) Serves as the contact person for Little League and it's manager-coach education
- (F) Receives and distributes coaching information from Little League Internation and distributes to all coaches and managers

**Baseball Operations Team**

**Section 7. Umpire in Chief. The Umpire in Chief shall:**

- (A) Select individual umpires, as needed.
- (B) Select third party umpire organization, if applicable and with President approval.
- (C) Manage umpire training.
  - a. Handles Youth Umpire training.
  - b. Handles Adult Umpire training if a third party umpire organization is not contracted to provide umpire services.
  - c. Manages third party umpire organization relationship to ensure professional umpires are fully trained, if applicable.
  - d. Ensures all umpires understand PNLL local rules.
- (D) Handle Umpire scheduling
- (E) Work with District 31 UIC as appropriate
- (F) Be member of the Protest Committee at all levels
- (G) Handle all Umpire's gear
- (H) Order / distribute uniforms for umpires, as necessary.

**Section 9. Player Agent. The Player Agent shall:**

- (A) Aid the assessments along with the Coaching Coordinator
- (B) Be lead person for player selection and/or draft

- (C) Coordinate with Registrar to present player info to Little League Headquarters, as necessary. This specifically includes, but is not limited to, All Stars.
- (D) Manage all of the draft meetings
- (E) Manage drops, adds, and injuries
- (F) Coordinate the transfer of players to or from one division to another according to provisions of the regulations of Little League Baseball.
- (G) Be responsible for pool player process in appropriate league
- (H) Manage the All Star voting/selection process
- (I) Be responsible for All Star binders
- (J) Help run the All Star selection meetings with the President and the respective Division Directors
- (K) Be a member of the protest committee
- (L) Not manage, coach or umpire in the division over which he/she has authority, unless the local league has received explicit written permission to allow this from Little League Baseball International Headquarters
- (M) Communicate teams to all upper division coaches, with player's info (address, phone, email, etc.)

**Section 10. Equipment Director. The Equipment Director shall:**

- (A) Handle all equipment issues for team play
  - a. Game balls
  - b. Team setups (helmets, balls, bats, catcher's gear, etc)
  - c. T-Ball tees
  - d. All Star teams gear
  - e. Any other equipment as necessary
- (B) Work with Field Director on issues related to on-field equipment such as nets, bases, backstop pads, etc.
- (C) Prepare equipment budget
- (D) Manage purchasing of equipment, as necessary
- (E) Manage distribution of equipment
- (F) Manage collection of all gear
- (G) Work with Safety Officer to ensure equipment meets safety standards.
- (H) Manage any special equipment projects, such as used equipment drives.

**Section 11. League Information Officer. The League Information Office shall:**

- (A) Set up and manage registration of all players
- (B) Manage database of current players, former players and dropped players.

- (C) Work with Communications Director on marketing campaigns.
- (D) Work with Upper Player Agent on draft.
- (E) Work with Upper Player Agent on All Star Binders.
- (F) Be responsible for eligibility of all players (age, residence, waivers, etc)
- (G) Maintain all player eligibility paperwork for a period of 10 years. Player eligibility paperwork beyond 10 years will be shredded and recycled.
- (H) Build lower division (non-drafted) teams.
- (I) Inform league families via bulk email of but not limited to; rain outs and league events.
- (J) Regularly check and respond to the [admin@pnll.org](mailto:admin@pnll.org) email

**Section 14. Uniforms/Trophies Director. The Uniforms/Trophies Director shall:**

- (A) Order / distribute trophies & medals for regular season and playoffs.
- (B) Order / distribute uniforms for regular and All Star seasons
- (C) Order / distribute all PNLL merchandise for purchase in league. Includes working with Snack Shack Director for any products sold in snack shack.
- (D) Prepare a budget

### **Ballpark Operations**

**Section 17. Field Director. The Field Director shall:**

- (A) Ensure that fields meet the highest standards of excellence
- (B) Coordinate with outside vendors for major field renovation, daily field maintenance, capital improvements, tree maintenance, etc.
- (C) Manage and maintain all field infrastructure including plumbing, Gator, restrooms, electrical, lights, etc. Coordinate with outside vendors as necessary.
- (D) Provide notice to Division Directors and Webmaster of rain out conditions
- (E) Coordinate field prep for all games and practices
- (F) Manage field reservation process for travel teams and other organizations.
- (G) Serve as PNLL Representative on Poway Sports Association
- (H) Reserve all fields on behalf of the league.
- (I) Synchronize with Division Directors for field reservation for practices.
- (J) setup a committee of non board members to assist, as necessary.

**Section 19. Concession Manager. The Concession Manager shall:**

- (A) Establish budget
- (B) Coordinate purchase of all food and drink items.

- (C) Manage all appropriate food, vendor and equipment vendors.**
- (D) Establish pricing strategy for all items for sale.**
- (E) Oversee opening and closing of snack shack.**
- (F) Work with Treasurer re: cash management.**
- (G) Work with Team Parent Coordinator re: volunteer schedule.**
- (H) Setup a committee of non board members to assist, as necessary.**

**Section 21. Sponsorship/Fundraising Director**

- (A) Recruit sponsors / collect money**
- (B) Sell, obtain and display sponsor signs**
- (C) Establish goals and build budget.**
- (D) Setup a committee of non board members to assist, as necessary.**

**Section 22. Special Events/Fundraising Director. The Special Events/Fundraising Director shall:**

- (A) Create, manage and run special events at the fields, such as Skills Competitions, Movie Night, Over-the-Line Tournament, Whiffle Ball Tournament, live entertainment, celebrity appearances, contests, etc.**
- (B) Be lead person on fundraising events**
- (C) Work with Sponsorship Director on special sponsorship promotions that occur at the fields**
- (D) Setup a committee of non board members to assist, as necessary.**

**Section 23. Team Parent Director. The Team Parent Director shall:**

- (A) Coordinate team parent information**
- (B) Set up a team parent meeting at start of season**
- (C) Set up scorekeepers clinic**
- (D) Organize distribution of materials to teams as needed**
- (E) Manage picture day coordination & pictures distribution**
- (F) Take lead in snack shack parent volunteer schedule and coordinates with Snack Shack Director.**
- (G) Manage all communications with Team Parent coordinators and Managers for each team, as appropriate.**

**Section 24. Communications Director. The Communications Director shall:**

- (A) Manage and update league website, Facebook page and all other online presence**
- (B) Work in conjunction with Registrar on marketing campaigns to attract players.**
- (C) Work in conjunction with Sponsorship and Fundraising team on marketing campaigns to attract new revenue sources.**

**(D) Manage public relations with media for press releases, game results, special events, etc.**

**Section 25. All Board Members. All Board members shall:**

**(A) Keep careful watch of all safety concerns on the fields and step in to manage as appropriate.**

**(B) Participate in field opening/closing duties, as assigned.**

## **ARTICLE X – MANAGERS, COACHES AND UMPIRES**

**Section 1. Managers/Coaches. Team Managers and Coaches shall be appointed annually by the President, with the approval of the Board of Directors, and shall be responsible for the selection of their teams and for their team's actions on the field.**

**Section 2. Umpires. Umpires shall be appointed annually by the President, with the approval of the Board of Directors, who shall be responsible for their assignments and for their actions on the field.**

**Section 3. The Player Agent shall not manage, coach or umpire.**

**Section 4. Board Members. No Board Member can serve as a manager within the division for which he/she is said Division Director.**

## **ARTICLE XI – AFFILIATION**

**Section 1. Charter. PNLL shall annually apply for a charter from Little League Baseball, Incorporated, and shall do all things necessary to obtain and maintain such charter. PNLL shall devote its entire energies to the activities authorized by such charter and it shall not be affiliated with any other program or organization or operate any other program.**

**Section 2. Rules and Regulations. The Official Playing Rules and Regulations as published by Little League Baseball, Incorporated, Williamsport, Pennsylvania, shall be binding on PNLL.**

**Section 3. PNLL Rules. The local rules of PNLL shall be adopted by the Board of Directors at a meeting to be held not less than one month previous to the first scheduled game of the season, and shall in no way conflict with the rules of Little League Baseball, Incorporated.**

## **ARTICLE XII – FINANCIAL AND ACCOUNTING**

**Section 1. Board Financial Responsibility.** The Board of Directors shall decide all matters pertaining to the finances of PNLL and it shall place all income including Auxiliary funds in a common league treasury and direct the expenditure of same in such manner as will give no individual or team an advantage over those in competition with such individual or team.

**Section 2. Contribution of Funds.** The Board of Directors shall not permit the contribution of funds or property to individual teams, but shall solicit same for common treasury of PNLL thereby discouraging favoritism amongst teams and to endeavor to equalize the benefits of PNLL.

**Section 3. Solicitation of Funds.** The Board shall not permit the solicitation of funds in the name of Little League Baseball unless all of the funds so raised be placed in the PNLL treasury.

**Section 4. Fund Disbursement.** The Board shall not permit the disbursement of PNLL funds for other than the conduct of Little League activities in accordance with the Rules and Policies of Little League Baseball, Incorporated.

**Section 5. Compensation.** No Director, Officer or Board Member of PNLL shall receive directly or indirectly any salary, compensation or emolument from PNLL for services rendered as Director, Officer or Board Member.

**Section 6. Monies.** All monies receive, including Auxiliary Funds, shall be deposited to the credit of PNLL in the regular depository account established for that purpose. All checks shall be signed by the Treasurer of PNLL and other such Officer(s) or person(s) designated by the Board of Directors.

**Section 7. Fiscal Year.** The fiscal year of PNLL shall begin on the first day of October (October 1) and shall end on the last day of September (September 30).

**Section 8. Distribution of Property Upon Dissolution.** Upon dissolution of the Local League, and after all outstanding debt and claims have been satisfied, the Board Members shall direct the remaining property of the Local League to another Federally Incorporated Entity which maintains the same objectives set forth herein, which are or may be entitled to exemption under Section 501 (c) (3) of the Internal Revenue Code or any future corresponding provision.

## **ARTICLE XIII – ALL STARS SELECTION**

## **Section 1. League Process Committee**

**Ensures that Divisions and Teams are assembled in a fair and objective manner with a focus on the players, competitiveness within the league, and positive representation outside of the league.**

**The 3-5 (5 is preferred) person committee is made up of the following positions:**

**(A) Player Agent: ensures that all players are safe to play and considered for their desired level of play during player assessment and team selection**

**(B) League Information Office/Player Registrar: ensures all players that sign up are eligible to play in PNL**

**(C) Coaching Coordinator: ensures all coaching staff are up to date on PNL processes so that all participants are informed**

**(D) UIC: ensures that all processes and LL rule requirements are followed**

**(E) 1 Volunteer; if a volunteer is not available, the VP will step in as the 5th.**

**(F) President will provide oversight as needed**

### **Objectives:**

**Ensure the league is assembled as identified in the LL Rule Book. Minor adjustments to the rule book are allowed as long as the spirit of the direction is followed and the adjustment is approved within the constitution/bylaws.**

**Develop and maintain the high level process to assess and assemble Spring Season teams (Managers, Coaches, and Players).**

**Develop and maintain the process to select and assemble the League All Star teams (Managers, Coaches, and Players).**

## **Section 2 All Star Tournament Team Selection**

**All star selection applies to Minor and Major divisions only. Minor division refers to the division that uses kid pitch throughout the entire season, no machine or coach pitch. In the case that there are two minor league kid pitch divisions, the upper division is the division that will qualify.**

### **(a) Qualification:**

**Detailed requirements are identified in the Tournament Organization section of the Little League Baseball Rules.**

**Each team in the Major and Minor Division must complete 12 regular season games for those divisions to be eligible for the All Star Tournament. Refer to the statement above for which Minor division.**

**Only players that meet the minimum play requirement for 8 games within the whole season (regular and playoffs) are eligible.**

**Coaches must meet the following criteria:**

- Must be a rostered Manager or Coach on a Major or Minor team**

- 12U Manager and Coaches must be from Majors
- 11U Manager and Coaches can be from Majors or Minor
- 10U Manager and Coaches can be from Majors or Minor
- **Must have the Little League Diamond Leader Training Program completed**

**(B) Player Selection**

**PNLL strives to field three All Star Teams: 10U (League Age 8, 9, and 10), 11U (League Age 9, 10, and 11), and 12U (League Age 10, 11, and 12). All players interested in playing on an All Star team are allowed to register to do so, we encourage everyone who is eligible to register. If we have enough players sign up for all the three teams, we select our teams based on a voting system. If we only have enough players sign up for two teams, which two teams to field will be determined based on player numbers and ages and the same voting system will be used to select the teams. The following process uses, from the Little League Baseball Rules, the recommended tournament team selection method from Tournament Rules and Guidelines section as inspiration, and the Tournament Organization section as guidance. The PNLL League Process Committee will organize, record, and direct this All Star Selection process with oversight from the President and Vice President as necessary.**

1. **Registration**: All players, managers, and coaches interested in All Stars will be asked to register via the PNLL website.
  - **Players can select up to two teams they would like to be considered for, based on age**
  
2. **Verification**: Once registration is complete, all players will be administratively evaluated.
  - **Ensure each player meets or will meet the 8 regular season game requirement**
  - **Identify any player who has any negative conduct or decorum events**
  - **Home address or school verification will be checked**
3. **Player Candidate Lists**: A Team Candidate List will be created for each All Star Team for players to use to vote for the team. Each list will include each player who signed up to be considered for that respective team. No player can be considered for more than 2 teams. A Division Candidate List will be created for each division (Major and Minor) that includes each player who signed up for all stars from that division. This list will be used by the Managers from the respective division for ranking.
4. **Managers Ranking**: The Division Candidate List for each division will be sent to the managers of the respective division teams so that the players may be ranked. Managers rank all players on the list. Once all

managers have provided their ranking, each player's rank from each manager will be combined/averaged to determine the overall ranking for each player. This overall list will be used to break ties, to determine replacement players, or provide clarity if questionable player voting is suspected.

- Ranking should be done electronically

5. **Players Team Vote:** The player candidate list will be made available to all players who registered for that All Star team so they may vote for who they think the best 12 players are for each of those team(s).

- Voting will be hosted in person by one of the League Process Committee members, the VP, or President
- Players may only vote for the teams they identified during registration
- Generally, the players are asked to vote for up to 16 players to ensure the team has a 12 player roster in case of injury, availability changes, etc.. They can vote for as few as they desire. Registration numbers will also shape the voting.
  - Example: 12u votes on top 16 of field of 20 with only ten 12 year olds, 11u votes on top 18 to account for two 11 year old players going to 12u team, and 10u votes on top 14 due to available players.
- Any players that are safety or decorum concerns will need to be discussed/reviewed amongst the committee, VP, and President
- Once voting is complete, the votes will be tallied, and the top 12 qualified vote getters will be identified

6. **Manager and Coach Selection:** Once the players have been selected, the manager and coaches will be selected.

- Manager and or Coach consideration is completed when their player registers
- If a rostered manager or coach would like to be considered even if their player is not selected or their player does not register, they must notify the PNL President
- Potential Managers should identify their recommended coaches during the registration process
- If coaches are not able to be determined at this point, they may be selected after the Manager has been notified
- Managers decorum, adherence to rules (site, rulebook, and league), and league participation are factors in selection

7. **Initial Approval:** The League Process Committee will review all candidates for Manager and Coach for qualification. The Committee will provide the voted rosters and possible managers/coaches to the President. The President will provide the rosters and Manager and Coach recommendations to the Executive Committee/League Officers for review and approval.

8. **Notification:** The approved rosters and Managers will be presented to the Board of Directors for review during the next board meeting. Pending any issues, the Manager will be notified and will have the opportunity to review the roster and any selected coaches.

- The Manager may request changes, but is not guaranteed to be approved
- Any change(s) must be approved by the Board of Directors

9. **Final Roster and Staff:** Once the Managers accept the teams and the Executive Committee/League Officers provide final approval (if needed), the rosters are locked.

**c. Milestones**

**15th of May - Players may be notified of All Star Selection**

**A Monday before or on the 1st Monday of May - Board Meeting for roster and Manager review**

- Managers will be notified that night of the meeting or the following day
- Coaches will need to be determined before the 15th of May

**All Star Interest Registration closes 2 weeks before Board Meeting for roster and Manager**

- Player voting and Manager ranking complete within a week of registration closing

**Roster and Manager list complete and to the President NLT the Friday before the board meeting**

**Initial approval of Rosters and Managers completed before the board meeting**

## **ARTICLE XIV – SPRING TEAM SELECTION**

### **Section 1. Registration and Division Breakdown**

**Players, Managers, and Coaches will be registered via the PNLL website**

- Any volunteer who signs up to be a Manager and/or Coach should participate plan on assessing or assisting during the assessments for their respective division

**Divisions will be broken down in accordance with the guidelines provided in the Little League Rulebook (General: Divisions of play and Regulations: Regulation I - The League).**

- Major Division accommodates league ages 9-12 with an age focus on 11 and 12
- Minor League
  - Player Pitch Division (Minor Division) accommodates league ages 7-12 with an age focus on 8 through 10
    - League age 12 year olds cannot pitch and must be approved by the District Administrator, Board of Directors, and parents
    - League age 6 year olds may not participate due to maximum age of 12 (6 year olds may only play in player pitch if max age is 10)
  - Machine Pitch (MAPS Division) accommodates league ages 5-10 and Coach Pitch (Rookies) accommodates league ages 5-8, both with an age focus on 7 and 8
    - League age 5 and 6 year olds may play Minor League Machine Pitch or Coach Pitch when player has at least one year of T-ball experience
- T-Ball age focus is league ages 4-6
  - 7 year olds are allowed, if first year

## **Section 2. Player Assessment**

All players above T-ball will be assessed for safety and capability

- Players who have been signed up for Machine or Coach pitch will be assessed to determine which of the two divisions is best suited for the player. The player may also be recommended to be moved to the Minor League Player Pitch division.
- Players who have been signed up for Player Pitch (Minor League or Major) will be assessed to ensure they player is not a safety risk and are capable of playing at the level requested. Players may be asked to move between the divisions depending on their assessment and number of players in the divisions.
  - It is possible for a 9 or 10 year old to assess for the Major Division, not make a Major Division roster during the draft, and be moved to the Minor League division

**Assessors:** Players will be assessed by independent evaluators (minimum of 3, ideally 5 or more) that will include the PNLL Player Agent(s) and volunteers, (adults who are not in consideration for a manager or coach within the division may volunteer). Players will also be assessed by potential managers and coaches.

- The independent evaluation will consist of quantifiable criteria so that the results of the assessment can be used to numerically rank the pool of players prior to the draft
- Both evaluation groups will determine if which division each player is capable of participating and can do so safely

- Determining if a player is capable and safe to participate may adjust from year to year as the player pool changes

**Post Assessment:** Immediately following the assessment for a division, all evaluators will meet to discuss safety concerns. A safety concern can be a player that may not be ready for a division targeted for older players or a player that should be playing in a higher division. Any player that is recommended for a division change may not be moved until the Player Agent(s) and parents have approved the division change.

### **Section 3. Managers and Coaches**

Only Major and Minor League Player Pitch Divisions have the Manager and Coach process described below.

Managers and Coaches should register prior to assessments so that the Board of Directors can evaluate for approval, not selection, as soon as possible. This will also allow an early identification of potential volunteer needs as player numbers are analyzed.

Managers are not selected until after the assessment is complete and it is determined how many teams will be fielded for that season.

Potential Managers should identify their 2 Coach selections as soon as possible. This is to help ensure that the managers and coaches are approved by the Board of Directors prior to the assessment and draft.

- Volunteers who have signed up as an Assistant Coach (Coach), but are not on a Managers staff, will be evaluated for approval by the Board of Directors
- If a selected Manager does not have 2 Board approved Coaches by the day of the draft, they will need to select from the list of coach volunteers that have been approved by the Board

### **Section 4. Team Draft**

Only Major and Minor League Player Pitch Divisions have the Player Draft as described below.

PNNL uses a modified “Plan B - Redraft” with the “Alternate Method for Plan B” from Little League Baseball Rulebook, Policies: “Local League Draft Methods”, and Policies: “Options on Sons, Daughters, and Siblings”. The items of importance and modifications are documented below:

- **Modification:** Managers and Coaches will be determined prior to the Draft
- One coach may participate in the draft with the Manager
- The draft rotation is a “snake draft” (i.e., Draft Order = Draft Position 1, 2, 3, 4, 4, 3, 2, 1, etc.)
- Managers should not draft more than 8 players from any one age group, unless unavoidable
- **Modification:** Manager and Coaches kids will have their draft position pre-determined based on the independent evaluation ranking (breakdown to follow)

- **Modification:** Siblings will be on the same team unless requested by parents to separate (breakdown to follow)
- If the number of capable and safe to play 11 and 12 year olds has not been drafted by the time that the same number of drafts remain, those players will be the only players available to draft

**Pre-Draft Player Ranking:** The Pre-Draft Player Ranking is determined by the input from all independent evaluators during assessments. Each player's ranking from each evaluator is combined/averaged to determine the overall ranking for that player within the player pool. This rank will be used to represent each player's potential draft position.

Player ranking from the independent evaluation will not be viewed by any coach unless it is necessary. A Manager will not be allowed to view the ranking until after their coaches have been selected and approved and it is necessary for them to view it.

**Draft Setup:** All Managers and Coaches must be identified and approved prior to the commencement of the draft.

Managers names will be put into a hat, or similar containment device, and names will be drawn to determine draft order. Using numbers instead of names is also sufficient.

**A. Determining Evaluated Draft Round:** Some players will be automatically selected based on familial ties (i.e., sons, daughters, and siblings). To determine what round a player will be automatically selected in, is based on the overall ranking from the independent evaluation.

- A player's overall ranking in the independent evaluation will equal their Evaluated Draft Position in the division draft
- Depending on how many teams are being drafted, the players evaluated draft position will determine the players Evaluated Draft Round

**B. Manager and Coaches Kids Draft Position:** Manager and Coaches children will be automatically selected based on their Evaluated Draft Round.

- If a team has two players with the same Evaluated Draft Round, one of the players will be moved to the next available round and the team will lose the subsequent round pick. This process is identified as Evaluated Draft Round deconfliction.
  - Example 1: two players have an Evaluated Draft Round of 1, one of the players will be moved to round 2, and the team will lose its round 3 pick
  - Example 2: two players have an Evaluated Draft Round of 2 and a third player has an Evaluated Draft Round of 3, one of the round 2 players will be moved to round 4, and the team will lose its round 5 pick
  - Example 3: three players have an Evaluated Draft Round of 1, one of the players will be moved to round 2, the team will lose

its round 3 pick, the third player will be moved to round 4, and the team will also lose its round 5 pick

Due to the 10 player team minimum requirement, there will be no loss of a round pick when the Evaluated Draft Round deconfliction occurs in round 5 or later. Any lost picks will be moved to round 9 and 10 as bonus/additional picks.

**Drafting Siblings:** Siblings will be on the same team unless requested by parents to be separated. When a sibling is selected, the second sibling will automatically be selected in their evaluated draft round. If that evaluated draft round has already passed, they will be selected in the next available round.

#### **Section 5. Post-Draft Trades – Trades**

- Post-draft trades may occur in Majors and Minors drafts. While it is recommended that trades be worked out same day, managers are welcome to “sleep on it” and must have them completed by 3 pm the day prior to the PNL Managers Meet & Greet event.

#### **Section 6. Parental Objection**

(A) If parents do not wish their player to play for a specific manager/coach or with a specific player, the parent may contact the Player Agent, Vice President, and/or President. This request shouldn't be made known, if ever, unless the player is attempted to be drafted by the manager or to the team with the player and/or coach, in which case the Player Agent or Vice President will announce, “pass”. This may not be questioned. The drafting manager is to select another player and the draft will move on.

(B) Should there be multiple requests, the BOD Officers will need to approve as to avoid draft manipulations.

(C) Objections must be “reasonable” and should not ultimately lead to their player being drafted by a specific manager.

### **ARTICLE XV – AMENDMENTS**

This Constitution and By-Laws may be amended, repealed or altered in whole or in part by a majority of any duly organized meeting of the Board of Directors provided notice of the proposed change is included in the notice of such meeting.

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

**Current and Approved by the PNL Board of Directors as of Jan 13, 2026**