



Valley Providence Little League POLICIES & PROCEDURES

Created on 12/10/2024 using Bylaws updated 9/30/2023 and Constitution updated 5/20/2022
By Law Meeting to discuss and update Policies and Procedures document January 6, 2025
Second Bylaws meeting January 9, 2025 - This document was approved 2/10/2025.

OVERVIEW

It is the intent of the Board of Directors to provide this document to help the organization provide a level of continuity between teams and across seasons.

This document shall supplement the Little League International Rulebook, and the Valley Providence Little League Constitution, not replace them. Valley Providence membership, including but not limited to the Board of Directors, shall be bound to abide by, and enforce the Policies and Procedures contained herein.

OBJECTIVES / GOAL

The objective of this organization is to instill self-esteem, exercise, discipline, structure and responsibility as well as implant firmly in the youth of our community ideals of good sportsmanship, teamwork, honesty, loyalty, dedication, commitment, accountability and courage so they may develop into well-rounded youths and reflect a positive attitude to their peers, parents and their community. Always bearing in mind that winning is secondary and that education both on and off the field is key in molding our youth into future confident, strong knowledgeable young men and women. Our Goal is to inspire the youth to practice the ideals of health, citizenship and character and give interested youth an opportunity to develop skills; participate in Baseball and Softball; to bring the youth of the area together by means of a common interest in sportsmanship, fair play and fellowship; to impart to the activities elements of safety, sanity, and intelligent supervision; and to keep the welfare of the boy and/or girl first and foremost, entirely free of adult ambition and personal glory.

By Little League rule, no league can make their local rules less stringent than the National rules as spelled out in the most recent version of the Little League and Operating Manual. Valley Providence Little League abides by this edict, so if there are any rules in the Valley Providence Little League Policy and Procedures that appear to conflict with the current year Little League Rulebook or the current year Operating Manual, the Little League Rules will take precedence.

Except as noted, the rules apply to all levels of play.

TABLE OF CONTENTS

Registration and Refunds	4
Player Verifications and Equipment Needed	5
Parents / Fan Conduct	5-6
Membership / Resignations	6-7
Baseball	7-8
Softball	8-9
Team Structure, Tryouts, and The Draft	9
Managers, Coaches, and Assistants	10
Score Keeping and Pitch Counts	11
Game Time Limits	12
Player Absences - Safety	12
Team ManMatrix	14
Hearing and Appeals	15
Investigations	15-16
Division Key Rules	16-23
Tournament Teams	23-25
Snack Bar Duty	25-26
Board Meetings	26-27
Meetings and Voting	27
Powers or Directors	28
Board Members and Their Elections	28-29
Voting – Ties – Board Terms	30
Board Duties	30-34
Liability of Members / Dissolution / Amendments	34
Record Keeping & General Administration/ Returned Checks	35

REGISTRATION AND REFUNDS

1. Valley Providence Little League “Non-Profit Public Benefit” organization, **not** a philanthropic organization. This distinguishes it as an organization that provides a service to the community in a manner that does not financially profit the organization. Since Valley Providence Little League is **not** a philanthropic organization, each member is expected to provide his or her own means (financial or otherwise) for participation. Any member that does not provide means for his or her participation is expecting others to support them. Valley Providence Little League does not have this expectation of its supporting members. Valley Providence Little League shall not accept money from any government agency upon which there are any terms, conditions, or stipulations that shall inhibit Valley Providence Little League from governing its' membership as it sees fit.
2. Should any member fail to meet their responsibility in supporting the organization said member shall be subject to suspension, up to and including expulsion.
3. Any member not fulfilling an obligation from a prior season, including the return of equipment, shall not be eligible to register in any subsequent season until said obligation has been fulfilled. Equipment Manager to ensure logs are kept and submitted to the Board.
4. Valley Providence Little League has the legal right to require a charge for registration (membership) fees for participation in its program.(Nev. Rev. Stat. § 82.241) Once obtained, Valley Providence Little League is under no legal obligation to refund such fees, even if the participant resigns, is suspended or expelled. **(Nev. Rev. Stat. § 82.246)**
5. All returned checks, whether for registration or otherwise, are subject to a \$35.00 service fee.
6. The Board of Directors may set the maximum required registration fees for each player.
7. There is no guarantee expressed or implied that any specific player will be assigned to any specific coach, team, or division.
8. Registration fees must be used for the member(s) for which they were originally intended even if the member forfeits their registration fees. Therefore if a member leaves Valley Providence Little League and the Board determines that their registration fees are not refundable, said fees may not be utilized for the purpose of registering another person unless said member is from the same family as the person leaving Valley Providence Little League.
9. Any money given to sponsor a child or children is not refundable, nor may it be utilized for the purpose of registering any other person(s) in the event the child or children the sponsorship was originally intended leaves Valley Providence Little League.
10. It shall be mandatory for all players and parents/guardians thereof to complete and execute a membership agreement (contract) with Valley Providence Little League. The nature and content of which shall be as approved by the President, in accordance with the Valley Providence Little League, its Governing Bodies, and Policies & Procedures contained herein. The President and Board of Directors, shall have the authority to terminate the membership of members who breach said contract.

Refunds (Registration and Otherwise)

Although Valley Providence Little League has a policy of **NO REFUNDS**, from time to time the Board of Directors does consider refunds under the following guidelines:

1. **All** refund requests are subject to the approval of the Board of Directors. All refund requests must be submitted in writing to the Board of Directors. **No refunds are automatic or compulsory.**
2. Registration refunds are only considered when submitted within the first 30 calendar days following the receipt of the player registration by Valley Providence Little League. (except as noted in items 4 & 6 below).
3. No registration refunds are considered on or after the last day of Registration. (except as noted in items 4 & 6 below).
4. Any player which drops from the program for a valid medical reason may be allotted a prorated refund of their registration fees.
5. Any player that has a change of address or custody may be entitled to a partial refund.
6. Any refund shall require a 2/3 vote of the Board of Directors, a quorum being present.
7. There shall be no refunding of any sponsors, donations, or fundraising monies rendered.
8. Snack bar deposit shall be refunded at the end of the season only if obligation is been fulfilled.

VERIFICATIONS / EQUIPMENT NEEDED

Player Verification:

ADDRESS AND BIRTHDATE CHECKS will be conducted prior to the final placement of a player on a team. Please provide the documentation below to your Team Manager/Parent.

Copy of:

- (1.) Player Birth Certificates
- (2.) Player Report Card (MOST RECENT)
- (3.) Parent ID

**Additional documentation will be needed in the event your player is selected to play on Tournament Team*

Equipment NEEDED:

- A baseball/softball glove/mitt
 - Cleats
 - Baseball pants (color determined by the team -- check with your coach once teams are assigned)
 - A bat (must have a USA logo on it) Wooden bats are ok per Little League Rulebook, no USA Logo required
 - Boys need a cup in Farm, Minors, and Majors to play catcher
 - Gear Bag
 - Batting gloves are optional
 - Batting helmet
- **PLEASE NOTE SOFTBALL HELMETS MUST HAVE A FACE CAGE -- REQUIRED IN MINORS, MAJORS AND JUNIORS****

The league does have batting helmets, bats, and catchers gear for loan if needed.

Parent / Fan CONDUCT:

Parents and spectators are expected to be role models and lead by example at all times. Any abusive or erratic conduct by a fan will not be tolerated. Such an infraction will be grounds for removal from the ballpark area. This can be ordered by a Board Member, Umpire, or Team Manager. The Board of Directors

may impose further sanctions as deemed necessary. (Rule 9.01 (g) and Valley Providence Little League Disciplinary Matrix pg.10)

Fighting, violent conduct of any nature, heckling of any of the participants of a game (players, coaches, or umpires) or obstruction of an Umpire in any manner by any parent, minor child, or fan will be grounds for immediate ejection from the ballpark area without warning.

Any parent, or fan in an inebriated state during games or practices will be subject to immediate ejection from the ballpark area and the Board of Directors will take further appropriate action as deemed necessary. All Little League facilities are tobacco and alcohol-free facilities, including vape and cigarettes.

Balls and strikes, base calls, infield flies, etc., are judgment calls and are not to be debated by parents or fans. Reference "Little League Rulebook" Rule 9.02 (a). Parents, fans, spectators may not address Umpires or Coaches during games regarding such calls.

MEMBERSHIP

Your membership commences the date you properly submit the registration material (including any required assessments, dues, or fees) to Valley Providence Little League, (and Valley Providence Little League accepts it) and terminates on midnight of current seasons last game, of the current calendar season, when you voluntarily resign, or when you are expelled as a result of disciplinary action. Family members enumerated on the "Player & Parent Membership Agreement" shall be considered members of Valley Providence Little League. Family members **not** enumerated on the "Player & Parent Membership Registration Form" **are not** members of Valley Providence Little League. Adult members have the right to vote for the Board of Directors. Valley Providence Little League reserves the right to refuse membership.

No memberships shall be granted between April 1st and June 30th, spring season, of the current year unless by a majority vote of the Board of Directors, a quorum being present.

It shall be mandatory, at time of registration, for every player to provide a membership (registration) fee to Valley Providence Little League in an amount to be determined and listed as registration and only the President shall have the authority to negotiate alternate payment methods. Said alternate payment methods shall be as an addendum/amendment to the member's membership (registration) agreement (contract). Such negotiated addendum/amendment may abrogate mandatory additional Snack bar shifts and fundraisers for the affected member. All such payment plans must conclude (be paid in full) *prior* to the fourth game of the current season/year.

Persons who are contemplating membership who have an outstanding account balance with Valley Providence Little League from a prior season must pay all past due amounts and all amounts for the current season in advance, in cash, at the time of registration. This shall include, but not be limited to: membership (registration) fees, snack bar dues and the like.

Valley Providence Little League shall not be the grantor of any scholarships or sponsorships.

The following are also members of Valley Providence Little League:

- A. The duly elected and/or appointed Board of Directors
- B. Coaches, Assistant Coaches and Managers
- C. Honorary members as noted by the Board of Directors

RESIGNATIONS

Resignations of players, team staff or team coaching staff, **including** the Manager, are considered received and effective when any of the following occur:

1. The resignation is given verbally by the member to a member of the Board of Directors or the team's head coach. And said resignation is accepted by the Board of Directors.
2. A written resignation is given to a member of the Board of Directors or the Teams Manager. And said resignation is accepted by the Board of Directors.
3. A staff member may also be considered resigned when they discontinue the normal dispatching duties of their position. And said resignation is declared by the Board of Directors, or President.
4. Players shall be considered resigned if they discontinue attending games and practices without notice for a period of more than one (1) week, or as otherwise indicated in this document. And said resignation is declared by the Board of Directors.

BASEBALL DIVISIONS

All athletes will be placed according to their Little League age for the appropriate division. Parent requests for athletes to be placed in a higher or lower division must complete a play-up (or play-down) request form. All play-up or play-down requests athletes will try out in their designated divisions, and **Player Agent /Evaluators will determine if a move is warranted.** Requests are not guaranteed (ie: having an older sibling does not warrant automatic play up approval.) Our goal is to maintain competitiveness within each division and ensure that younger children are not prematurely advanced as well keeping all players safe.

Registration & Number of Teams. The Player Agent(s) and President shall coordinate registration for the season. The following divisions shall be made available for registration:

BASEBALL:

1. Tee ball for ages 4-7

This is our traditional tee ball division in a coed environment. Prior to playing at the next level, players need a year of tee ball to develop their skills. The experience is grounded in fun, fitness, and fundamentals while also being a key to growing a child's love for the game.

2. Farm for ages 7-8

The Farm division in Little League is an instructional division for young players to learn the fundamentals of baseball. The Farm division is a transitional level between Tee ball and Minors. It's designed to be fun and non-competitive, and to help players develop skills like teamwork and respect. The players shall hit off the spring-loaded pitching machine and begin to start making outs. While scores are not recorded in this division, teams are still able to participate in an end of the season tournament.

3. Minors for ages 9-11

Players try out and get drafted to a team at this level in the Spring season. Minors is player pitch, and the games are real baseball games, with minimal coach interaction on the field. Players in this division generally have the ability to make throws across the infield. Players are exposed to pitching for the first time and batters are exposed to kids pitching for the first time. There are walks and strikeouts, pitch counts, steals, and everything else that players love about the game. Scores are recorded at this level and include an end of year tournament. Players who play in Minors are eligible for postseason teams (All-Stars and Renegades if selected). **The Minors level is generally open to Majors-age players who are still learning baseball fundamentals.**

4. **Majors for ages 11-12**

Majors' baseball is the most competitive Little League division. This division is the best competition kids will face in Little League. Pitching and hitting are very developed in this division as is fielding. Players in Majors are eligible for postseason teams. Tournament Teams (or "All Stars") from this division may enter the Little League International Tournament at the end of the season. This culmination of this tournament is the Little League Baseball World Series, featuring teams from around the world. (All-Stars and Hooligans).

5. **Juniors for ages 13-14**

Juniors is for the kids who are ready for a traditional size field with 90 ft base paths and 60 ft mounds. Leading off, dropped third strikes, and every other baseball rule is in effect in our Juniors Division. This division is meant to give players another option after Little League and prior to high school. Players in Juniors are eligible for postseason teams (All-Stars).

6. **Seniors for ages 14-16**

Seniors is for the players who are ready for a traditional size field with 90 ft base paths and 60 ft mounds. Leading off, dropped third strikes, and every other baseball rule is in effect in our Seniors Division. This division is meant to give players another option after Little League and prior to high school. Players in Seniors are eligible for postseason teams (All-Stars).

With President, Player Agent(s), and Team Managers approval any player may play up or down one division, with the exception of players league ages 4, 5, and 12 who must play at the tee ball and majors divisions respectively. All players of league age 4 and 5 must play a single season of tee ball prior to progressing onward, except in the event that; any tee ball manager may request a safety review to move a player onward without a complete season.

SOFTBALL DIVISIONS

All athletes will be placed according to their Little League Age for the appropriate division. Parent requests for athletes to be placed in a higher or lower division must complete a play-up (or play-down) request form. All play-up or play-down requests athletes will try out in their designated divisions, and Player Agent /Evaluators will determine if a move is warranted. Requests are not guaranteed (ie: having an older sibling does not warrant automatic play up approval.) Our goal is to maintain competitiveness within each division and ensure that younger children are not prematurely advanced as well keeping all players safe.

Registration & Number of Teams. The Player Agent(s) and President shall coordinate registration for the season. The following divisions shall be made available for registration: (Divisions may change based on player registrations)

1. **Farm League for ages 6 – 7**

Upon successful completion of a season of tee ball, players move into the Farm Division. This division is for girls only, played on a full-sized field, and with a 10" ball as they transition to the true softball sized ball. The goal of this division is still very instructional with focus on learning to hit pitching from the machine or coach pitch, basic base running, and fielding fundamentals. While scores are not recorded in this division, teams are still able to participate in an end of the season tournament.

2. **Minors League for ages 8 – 11**

Players at this level will try out and be drafted by coaches to their respective teams. This level is played with an 11" ball. This level continues to advance the kid's skills and limits the coaches' involvement in the game. The pitching at this level will be stronger and more consistent. Hitters are expected to be ready to hit pitches

from other players instead of the machine. Defense at this level should be able to make routine plays in the infield and plays in the outfield become more regular.

3. **Majors League for ages 10 – 12**

Majors is the 3rd highest softball division where games are played with a more advanced level of skill and competition. All kids will try out and are drafted by coaches to teams for a balanced competitive experience. All pitching at this level is from players, with no coach assistance. Players in this division are generally able to routinely make plays in the infield and outfield. Hitters should be comfortable facing more advanced live pitching. There are walks and strikeouts, inning counts, steals, and everything else that makes softball fun. Girls from this division are eligible to be selected as All-Stars and will be eligible to represent Valley Providence Little League in the Little League Softball World Series Tournament.

4. **Juniors League Ages 13-16**

This is the highest level of play and offers the most advanced level of skill and competition, 60-foot diamond with a 43-foot pitching distance. This level is played with a 12" ball. Players will try out and are drafted by coaches to teams. Pitching at this level is from players. Hitters should be comfortable facing more advanced live pitching. There are walks and strikeouts, inning counts, steals, and everything else. Players from this division are eligible to be selected as All-Stars and will be eligible to represent Valley Providence Little League in the Little League Softball World Series Tournament.

With President, Player Agent(s), Safety Officer, and Team Managers approval any player may play up or down one division, with the exception of players league ages 4, 5, and 12 who must play at the tee ball and majors divisions respectively. All players of league age 4 and 5 must play a single season of tee ball prior to progressing onward, except in the event that; any tee ball manager may request a safety review to move a player onward without a complete season

Team Structure, Tryouts, and The Draft

Registration & Number of Teams. The Player Agent(s) and President shall coordinate registration for the spring season.

Tryouts:

All player candidates for Minors and Majors must attend a tryout to be eligible for drafting, unless a freeze / staff athlete, not to exceed 5 athletes, unless in the same household. Players who do not attend tryouts shall be assigned to a team via random draw by Player Agent and President following the draft. No player may play up a division without attending the regular try out date or be granted a play up waiver, no exceptions. Athletes must try out at the lowest division even if requesting play up waiver, and if Player Agent feels skill set warrants, then player can attend older level tryouts, this does not guarantee placement in a specific division.

Tryout Format:

Tryouts shall be scheduled by the Player Agent and President for one or more weekend(s) after registration closes and before opening day. The Player Agent may, but is not required to, schedule a makeup day as needed. Tryout format is in the sole purview of the Player Agent.

In the event of no format available by Player Agent then tryouts shall be conducted in the following manner:

A. **Minors Division**

Each player shall demonstrate their ability to run from home to 2nd, shall be given up to five "good" pitches by volunteer or machine, and shall field two balls of each type as driven by manual tools or machine: pop up, grounder and line drive. During the course of the tryout each manager shall score the child from 1-5 on the abilities of: running, hitting, and fielding.

B. **Majors Division**

Each player shall demonstrate their ability to run from home to 2nd, shall be given up to five "good" pitches by volunteer or machine, and shall field two balls of each type by manual tools or machine: pop up, grounder, and line drive.

The Draft:

Minors and Majors shall each conduct a separate draft, first Minors then Majors. The Player Agent shall have discretion to choose the time, place, and method of each draft and submit to the President. The Players Agent, President, Team Managers and Assistant Coach shall attend.

A. **Majors Draft**

The Majors Draft shall take place on the evening of the final tryout date. Each team shall consist of a minimum of *11 and a maximum of *12 players. The Majors Draft shall be conducted with children being drafted in order of age from highest to lowest.

B. **Minors Draft**

The Minor Draft shall occur at a time and place at the discretion of the Player Agent and President. Each team shall consist of a minimum of *11 and a maximum of *13 players. The Minor draft shall be conducted with children being drafted in order of age from highest to lowest.

*In unforeseen situations this number may decrease or increase at the Player Agents discretion, for the stability of the Teams and Division Play.

Selection of All Other Teams:

The selection of all other teams shall be completed by the Player Agent. Requests for players to be placed on specific teams must be submitted, in writing, to the Player Agent or President. The league is under no obligation to honor requests and no more than 5 requests allowed per Team, Staff players included.

Managers, Coaches, and Assistants:

Managers/Coaches Per Team- Each team in the league shall have one manager and up to two coaches, known as a "rostered manager and coach," A "Manager" is defined as an adult appointed by the President for the team's actions on the field and to represent the team in communications with the Umpire and the opposing team. The Manager shall always be responsible for the team's conduct, observance of the rules, adhering to League Policies and Procedures and reference to the Umpires. A "Coach" is defined as an adult appointed to perform such duties as the Manager may designate. If two coaches are appointed, the second coach may be age 16 or older.

A. **Selection of Managers:**

Managers shall be selected by the President and put forth to the board for confirmation by simple majority (50% +1). No person may serve as a Manager without both (1) nomination of the President, and (2) confirmation of the Board. No manager may serve as a Manager on more than one team.

1. **Application Procedure:**

Prior to the beginning of each season the League shall advertise. Post on social media and request persons interested in seeking a position as Manager to apply on said application

approved by the Board. The application form must be available to all interested applicants. No person may be considered for a managerial position that has not completed said application and submitted it to the President for Board approval.

2. **Confirmation of Managers:**

The Board shall vote to confirm or deny nominated Managers via simple majority (50% +1). In the event the Board declines to confirm a nomination the President shall nominate new managers until a confirmation is reached. If the President nominates more managers than teams are available, the Board shall hold a closed written vote and those Managers receiving the greatest number of 'yes' votes shall be confirmed for teams. For example: if there are nine teams and ten managers nominated then all ten managers shall receive a yes/no vote, those nine managers who receive the most yes votes shall be confirmed.

B. **Selection of Coaches:**

Following confirmation each Manager may select up to two coaches to be rostered with them for the season. These are the only rostered positions allowed per team. Selections must be submitted to the Board for approval and background checked. If a Manager does not nominate two rostered coaches their division representative will assist them in recruiting from their team. Managers have the right to refuse or decline Coaches assigned with good cause.

C. **Additional Assistants:**

Teams in the lower divisions (tee ball and farm) may find it necessary or desirable to have additional on-field or in-dugout assistants. Selections must be submitted to the President for approval and background checked. Parents assisting at practice or in any capacity must also submit background checks.

D. **Team Administrator/Team Parent:**

Each team is expected to have a team administrator/team parent who may fill a variety of duties such as (but not required or limited to): dugout assistant in lower divisions, snack assistant in lower divisions, coordination with parents for league duties or needs, communication between parents and managers, or other needs as specified by the manager. This person must be background checked.

SCOREKEEPING AND PITCH COUNTS

Game Changer shall be used for official scorekeeping by the HOME Team. It is the responsibility of the VISITING team to operate the scoreboard/pitch count for each game. If interleague either recruit a parent to operate scoreboard or have a parent from Valley Providence to the scoreboard.

The official scorekeeper must provide the current pitch count for any pitcher when requested by either Manager or an Umpire. However, the Manager is responsible for knowing when his/her pitcher has reached their individual pitch count. The official scorekeeper should inform the Umpire-in-Chief when a pitcher has delivered his/her maximum limit of pitches for the game. The plate Umpire will inform the pitcher's Manager that the pitcher must be removed. However, the failure by the pitch count recorder to notify the Umpire-in-Chief, and/or the failure of the Umpire-in-Chief to notify the Manager, does not relieve the Manager of his/her responsibility to remove a pitcher when that pitcher is no longer eligible.

All pitch count rules are located in the Little League Rulebook. Regulation VI

Time Limits - Games will be of regulation 6 innings (7 innings at the Junior Division). It is recommended that games be played as long as possible, within the time limits established to afford the players the opportunity to develop their skills.

Juniors - No time limit is in place, unless there is a game scheduled following a Junior's game, on the same field, in which case there will be no new inning after 2 hours. A game is considered complete if 5 innings are played, 4½ innings if the home team is leading. The City/County park's curfew for Junior games is 10 PM.

Majors - No time limit is in place, unless there is a game scheduled following a Majors game, on the same field, in which case there will be no new inning after 2 hours. A game is considered complete if 4 innings are played, 3½ innings if the home team is leading. If double header games are scheduled, no new inning after 2 hours provided the game is considered complete. The City/County park's curfew for Majors games is 10 PM. If the game is not complete when the curfew is reached, the game will be suspended until the next scheduled Majors game. Prior to beginning the next scheduled Majors game, the suspended game will be completed from the point it was suspended, only if applicable for the Post Season Tournament.

Minors - No new inning is allowed after 1:45; a regulation game may end in a tie. A game is considered complete if 4 innings are played, 3 1/2 innings if the home team is leading, in the event game is called for unforeseen reasons, it is only rescheduled if applicable for the Post Season Tournament.

Farm - No new inning is allowed after 1:30; a regulation game may end in a tie. A game is considered complete if 4 innings are played, 3½ innings if the home team is leading.

Tee Ball - 1:00 hr maximum.

Player ABSENCES

1. Any player who has missed two or more practices prior to a game may be deemed ineligible from participating in that game, at the Managers discretion.
2. A player who has more than two unexcused consecutive absences after the last season game, but before the last postseason game, at the Managers discretion, will be considered voluntarily cut from a team, and as such shall not be entitled to participate in the playoff/all-star games.

SAFETY:

- A. Safety Training: Valley Providence Little League will follow all safety training required by Little League International.
- B. Concussion Policy: In accordance with NRS 455A.200 Valley Providence Little League has adopted a League Concussion and Head Injury policy. Prior to play, all players must have a signed Concussion form on file with the League.
- C. Safety Plan: The League ASAP plan must be posted in a conspicuous location in or near the snack bar. All volunteers erving as a snack bar staff, officers, or umpires of the day should a a good understanding of the leagues ASAP plan.
- D. Cancelling a Game: The Officer or Umpire of the day shall have the power to delay a game and send all fields to their dugouts for up to fifteen minutes as needed for safety reasons according to the League ASAP plan. If in fifteen minutes the concern has not been resolved, the Manager or

Umpire of the day does have the authority to cancel games in current play. The League President should be notified immediately of any safety delays or cancellations.

TEAM MANAGER RESPONSIBILITIES

1. The Manager of a team is responsible for **ALL** aspects of his assigned team. This includes, but is not limited to, the following:
 - a. The behavior of all assistant coaches.
 - b. The behavior of all players.
 - c. The behavior of team staff, parents, players, at any Little League function. This includes, but is not limited to, games, practices, and meetings.
 - d. Obtaining required personnel (staff). This includes, but is not limited to, team mom/dad, Scorekeeper, snack bar duty if applicable and background checks.
 - e. Ensuring that Team binder with Player and Parent paperwork are always at the field.
 - f. Ensuring that both the player medical kits are always on the field, and are properly supplied.
 - g. To ensure that the children are free from the burden of a “win-at-any-cost” environment.
 - h. Coordination of efforts between both players & parents.
 - i. Disputes involving parents, children, or other teams.
 - j. Reading, understanding, and following the instructions in these documents:
 1. Valley Providence Constitution
 2. Valley Providence Policies & Procedures Manual
 3. The Valley Providence Coaches Manual
 4. The Complete Set of Official Rules for Division Managing (Little League Rulebook)
 - k. The Manager, Coaches, and players of the participating teams are required to stay in the dugout or bullpen during the game. No gum or food allowed inside dugouts. Players are not allowed to sit in the stands, run to the snack bar, or be outside of the playing field fences. (except to use the restroom)
 - l. All Managers are responsible for their equipment, team uniforms, and other assigned items entrusted to their care throughout the season.
 - m. Managers and coaches are responsible for cleaning the field(s) and dugout(s) at the completion of play. Home team sets up the field – Away team breaks down the field, as listed in Coaches Handbook/Manual.
 - n. Managers and coaches are expected to be role models and lead by example. The Disciplinary Committee, will address any conduct detrimental to the game by managers or coaches. Penalties may include, but are not limited to, the following:
 1. A warning by the umpire with written notice to the Board of Directors.
 2. Ejection from the ballpark area with an additional 1 game suspension.
 3. An extended suspension issued by the President (subject to appeal to the full Board of Directors).
 4. Ejection from the league (subject to appeal to the full Board of Directors).

Note: The Umpire must report all unsportsmanlike conduct in a timely manner to the Umpire-in-Chief. Such incidents must be communicated to the league president in writing within 24 hours after the end of a game in which all violations of rules and other incidents worthy of comment occurred, including the ejection of any manager, coach, or player. After receiving the Umpire’s report that a manager, coach, or player has been ejected, the league President shall require such manager, coach, or player to appear before members of the Disciplinary Committee to explain the conduct. In the event of an ejected player, the Manager of the team on which the player plays shall appear with the player in an advisory capacity.

OFFENSES

Code of Conduct Behavior Matrix and Penalties:

Offense	# of Offense number and Consequence		
	1	2	3
Taunting, ridiculing, arguing with an umpire, coaching staff, board member, player or fan.	Verbal Warning	Ejection from game and park. Possible suspension from 1 or more games pending a meeting from the disciplinary committee.	Ejection from program for a season. Disciplinary committee will evaluate the case at the end of the season to determine if the individual is eligible to return the following season.
Use of abusive, intimidating and/or vulgar language, gestures, body language or engaging in inappropriate behavior (discretion of board member and/or umpire).	Verbal Warning	Ejection from game and park. Possible suspension from 1 or more games pending a meeting from the disciplinary committee.	Ejection from program for a season. Disciplinary committee will evaluate the case at the end of the season to determine if the individual is eligible to return the following season.
Physical, attempted physical contact and/or conduct that endangers umpire, coaching staff, board member, player or fan.	Ejection from program. No exceptions.		
Possession of alcohol and/or an intoxicated individual	Ejection from game and park. Possible suspension from 1 or more games pending a meeting from the disciplinary committee.	Ejection from program for a season. Disciplinary committee will evaluate the case at the end of the season to determine if the individual is eligible to return the following season.	
Attempting to damage and/or damaging VPLL property and/or fields/facilities.	Ejection from game and park. Possible suspension from 1 or more games pending a meeting from the disciplinary committee.	Ejection from program for a season. Disciplinary committee will evaluate the case at the end of the season to determine if the individual is eligible to return the following season.	
Disclaimer	<i>The league reserves the right to evaluate every incident and has the responsibility of ensuring that the consequence matches the offense. Please remember that all are here for the kids with the shared goal of giving each athlete the tools he/she needs to reach his/her full athletic potential and inspire him/her to play for the love of the game.</i>		

HEARINGS AND APPEALS

If a person or persons feels that a decision in which they were a party was not just, that person or persons may request a hearing. Hearings shall be conducted in the following manner:

1. The Board shall appoint a Disciplinary Committee to preside over the hearing. Further, the President shall fix the time and place of the hearing. The hearing must take place within 7 calendar days of the request unless it is determined by one of the parties that an extension is necessary to prepare for their presentation.
2. The person or persons requesting the hearing (plaintiff) shall present their case to the board members. Evidence may be submitted by the plaintiff at this time. (experts and witnesses may be present)
3. If appropriate, persons in opposition to those in item #2 (defendant) may also be heard by the board members.
4. A hearing/appeal is not an environment for discussion, it is a fact-finding endeavor. All comments, statements, and questions shall be directed to the board member placed in charge of the hearing. Each person, in turn, will be asked to tell their side of the story. Board members may ask questions of those present.
5. Once all parties have “spoken their peace”, or at the discretion of the board member in charge, the hearing will be declared closed by the board member in charge of the hearing.
6. Once the hearing is declared closed, the board members will deliberate the issue in private and render a decision at a later time. The issue should be taken up with the entire board of directors, the case shall be presented to the entire board of directors, which will render the decision.
7. Once an appeal is dispatched by the board, the decision shall be determined final. Only the entire board of directors (in very rare cases) may overturn such a decision. No further appeals may be made to the Valley Providence Board of Directors.
8. A hearing/appeal must be requested by a person within seven (7) calendar days of notification.
9. Hearings are private and therefore not open to the general public, media, or Valley Providence Little League members that, in the opinion of the chair, are likely to impede the hearing process. The chair may, at his sole discretion, remove persons from the hearing/appeal.
10. Hearings/appeals shall follow Robert's Rules of Order, revised edition, except as noted herein or by the Valley Providence Little League. The chair, alone, shall determine the proper application of all procedural guidelines, including precedence.

INVESTIGATIONS

1. From time to time the Board of Directors may find it necessary to investigate an incident. The President will then assign an investigator to investigate the incident. This investigator should be a member of the Disciplinary Committee. The President will appoint (4) four Board Members per incident.
2. The investigator will gather evidence germane to the incident. This evidence may be verbal statements, written statements, physical evidence, electronic recording of the incident, or any other reasonable vehicle of obtaining information.
3. Once the investigator has gathered all the evidence, he/she deems necessary, the investigator shall present information to the Board of Directors for their review or to the head administrators depending upon the level of infraction. The presentation should be conducted in such a manner as to be indifferent to the parties involved in the incident. After the presentation, the investigator shall render a suggested plan of action.

4. If the incident is to be handled administratively, then the process stops here and does not proceed to steps 5 & 6 below. (Note: The Board of Directors may direct the administrators to bring the incident to the Board. In such cases, steps 5 and 6 below shall be followed)
5. Once the investigator's presentation and suggested plan of action have been received by the board of directors, the board shall discuss the issues regarding the incident, then vote upon the decided upon plan of action. This plan of action may be different from that of the investigator.
6. If the investigator is a voting member of the board of directors, the investigator shall not vote on any issue regarding the resolution of the incident or issues pertaining thereto.

DIVISION KEY POINT RULES

Tee Ball:

- All players play in the field each inning.
- All players bat each inning. Each batter or runner that makes an out should return to their bench.
- Games are three innings. There is no time limit.
- No score will be kept.
- Batters throwing the bat are automatically out. This rule is administered by the coaches.
- At least three (3) coaches are allowed in the outfield; no parents or cameras on the field.
- Coaches act as umpires.
- Catchers must wear a mask & throat protector, chest pad, and leg protectors.
- In tee ball the full season is hitting off the tee, no other methods allowed.
- No umpires will be used at the tee ball level.
- Any approved coach is allowed in the field of play while his/her team is in the field. The adult coach shall be in such a position in the outfield to give instruction to the defensive players.

Playing Time and Position - In tee ball, all players play defensively: 6 infield players and the remaining players in the outfield.

Offense - Batting

- Every player on the team will bat even if they are not playing in the field when they come up in the batting order.
- In the tee ball division, a half inning is complete when each player on the offensive team has completed an at-bat, or 3 outs are recorded; whichever comes first.
- Bunting is not allowed at the tee ball level.
- The batting tee shall be used for all innings of all games at the tee ball level.
- No strikeouts will be called at the tee ball level.
- There is no base stealing at the tee ball level.
- There is no advancement on an overthrow at the tee ball level.
- If a ball is hit beyond the infield, runners may advance up to 2 bases at their own risk. If a ball is not hit beyond the infield, runners may only advance one base at their own risk.

Defense - In Field - The infield fly rule does not apply at the tee ball levels.

Farm:

- Coaches must exchange line-ups prior to the game.
- Line ups must list each player's defensive position by inning.
- All players in attendance will bat in the order listed in the line-up card.
- All players must play at least 2 innings in the infield by the end of the 5th inning. Please note catcher does not count as an infield position.
- All players will sit out one defensive inning before a player is scheduled to sit out a second defensive inning.
- Games are Six (6) innings maximum until playoffs where teams can play extra innings if tied after 6 complete innings.
- Scores are kept, but no standings or win/loss records during the regular season.
- A new inning cannot be started after 90 minutes from the start of the game (no time-limit in the playoffs). Any inning, once begun, must be completed. Coaches are to agree on the starting time prior to first pitch.
- **Eight players are required to start and finish a game.** Failure to field at least 8 players will result in a forfeit. If agreeable to both teams, once the game has been forfeited, non-roster players may be included to allow for a practice game.
- **Pitching machine will be League supplied Spring-Loaded machine.**
- We will decide at the pregame coaches' meeting regarding in game pitching machine adjustments.
- Coach must show the ball to the batter and defense before feeding the machine.
- Players may not hit off the pitching machine prior to the game (same day) unless all available players from both teams are given equal time.

Defense

- Defense fields 10 players (using 4 outfielders).
- The "player pitcher" must have one foot within the circle surrounding the pitching machine, and not be closer to home plate than the machine, until the ball crosses the plate or is hit by the batter.
- Runners may not advance beyond their initial target base once the ball is under the control of a fielder.
- Outfielders will start the play 10 yards behind the dirt infield. Remind your players to stay at or behind that line. Coaches for the team at bat should feel encouraged to remind the other coaches (defensive team) if the defensive team's players are crowding into the infield.
- Outfielders cannot move into the infield and make an out as an infielder (e.g. Runner on 1B, CF fields a single up the middle, CF picks up the ball and runs to second base to get the force out - he can throw the ball to the second baseman but cannot make an unassisted out).
- If a player throws the ball and hits the pitching machine during the normal course of play, the play is called dead and base runners are allowed to advance one base. For instance, a ball is hit to 3B and the player throws through the cylinder hitting the machine, batter is awarded 1B and any runner is allowed to advance one base from where they started.

Batting - Teams bat until 3 outs are recorded or 5 runs have been scored whichever comes first.

Mercy Rule - 5 runs per inning regardless of how many outs or number of runners on base. If a 6th or 7th run is scored in conjunction with the 5th run that is fine. Stop the inning after the play ends and runners have stopped/scored. Only 5 runs count.

In the agreed upon last inning (coaches need to agree on the last inning before it starts), each team will hit until the defense gets three (3) outs or the batting team goes through their entire line-up once, whichever comes first. There is no run limit in the last inning but you may only bat through your lineup one time.

No bunting – This is a developmental league and kids need to learn proper swing mechanics!

No batting warm ups –

- Little League rules clearly state there are to be no warm up swings inside or outside the dugout. All warm up swings should be taken when the batter gets to the batter's box. This is a major safety issue we must abide by; keep your kids in your dugout at all times.
- There are NO WALKS
- If a hit ball makes contact with the pitching machine the batter is awarded a single and any runner(s) is/are allowed to advance one base. Play is dead when the ball hits the machine
- No composite or "big barrel" bats are to be used in either regular season or playoffs. Bats with a composite handle are OK.

Base Running -

- No sliding into first base unless avoiding a likely collision with a defensive player that is covering the entire base. Teams will be given one warning in a game, then future occurrences will be called outs.
- No head first sliding into any base and if a runner does slide head-first the runner will be called out.
- There is no base stealing and no leads. Runners cannot leave their bases before the ball is hit.
- There are no advances on a passed ball.
- Overthrows into the bleachers/stands at first base will NOT generate an extra base call by the umpire. We want to encourage fielders to make the throw to first base and not punish inaccurate throws. Runners may advance on overthrows to 1st base that do not go out of play (e.g., into the bleachers) but their advancement is at their risk.
- If a play is made on a child coming into 2nd or 3rd base and an overthrow is made. An extra base is not to be taken. This helps to encourage the players to make the throw to the appropriate base rather than always throwing to the pitcher's cylinder.
- The batter (and lead runners) can continue to advance on a ball hit significantly past the outfielders until the ball is controlled by a fielder and in the process of throwing the ball back to the infield. If the runner is between bases when the ball is thrown back to the infield, the runner can continue to the forward base and then stop.

Minors:

Umpires - If only one umpire shows up for a game, home plate Umpire calls bases, and only one umpire will be used. Coaches must not make "shadow" calls or other gestures which might influence an umpire's call. For example, coaches must not signal outs or make safe signs before a call is made. An umpire's judgment call shall not be questioned after it has been made. Coaches may request clarification on the

proper application of rules to a specific situation. At their sole discretion, umpires may request help from another umpire or coaches, but they are not required to do so.

Fielding a Team/Forfeit - A team forfeits a game if it does not have eight (8) players and an official coach ready to play within 15 minutes after the umpire's official start time. A team also forfeits if it does not have at least eight (8) players playing throughout the game.

Lineup - Coaches will exchange lineups before the game. Lineups consist of both batting order as well as defensive positions for each inning. Players must be identified on the lineup card by full name and number. Coaches shall identify on their line-up cards players who are not eligible to pitch under the pitching rules below. Line-up cards shall be in a form so that the players are listed in the first column in the order they are batting and their positions by inning are listed in the same row as their name. Substitutions are allowed provided that they are clearly communicated before the substitution to the opposing coach. Minimum playing time and other rules requirements must still be observed.

Game Length - A regulation game consists of 6 innings. After 1 hour and 45 minutes, another inning cannot begin and all games must complete 3 innings to be official. In the event weather, darkness or other conditions cause a halt to play before the game is concluded, the game shall be resumed at a time determined by the Minors Commissioner. Resumed games shall pick up exactly where they were halted (with the same line-ups, pitch count etc.) with the rules applying to the game as if it were played continuously. Notwithstanding the foregoing, the pitch count limit and rest rules are applied based on the status of the pitcher at the time of the resumed portion of the game. With the exception of playoffs, games can end in a tie, if applicable to Post Season Tournament play.

Coaches - When a team is at bat, two adult base coaches are allowed on the field. A team may only have three (3) coaches on the field or in the dugout at any given time.

Inning Length - An inning is 3 outs, or five runs, whichever happens first. There is no five run limit in the last inning of the game.

Batting Order - All players present shall bat based on their position in the team's batting order that is presented to the coach of the opposing team at the beginning of the game. Players arriving at the game after the game has begun shall be moved to the bottom of the batting order and shall remain at that position in the batting order for the entire game. If a player leaves the game, that player will be skipped in the batting order and no out is recorded.

Minimum Playing Time - In each game, the lineup card must show two conditions: All players played a minimum of 6 out and 1 at bat.

Protests regarding a violation of the minimum playing time rules must be made before the end of the game and to the opposing coach. They shall be referred to the Player Agent immediately after the game. If the winning team is found in violation of this rule, the winning team will forfeit the game.

NOTE: The above rules are only a minimum requirement, and coaches are encouraged to offer each player the same quality playing time as all others regardless of ability. Players may not actually meet conditions 1 and 2 above if less than 6 innings are completed. If a coach has a player or parent inform them that they do

not want the player to play in the infield due to safety or other issues, then upon notice to and approval of the appropriate Commissioner this requirement will be waived for this particular player.

Batting/Walks - Bunting is allowed. Walks are allowed. Strikes are called. A pitcher may walk a runner home. Defensive teams can intentionally walk a batter by announcing the decision to the plate umpire. After appropriate notification is made by the defensive manager, the ball is ruled dead and no other runners may advance unless forced by the batter's award of first base. Once the award is granted, four pitches will be added to the defensive pitcher's official pitch count.

Pitching Rules - Game Pitch Count Limits: Pitchers have specific pitch count limits for each game based on their league age. Twelve year old's are not allowed to pitch in Minors. The maximum number of pitches per day by age of player is shown in the table below.

A pitcher who reaches the below limit while facing a batter may continue to pitch until that batter either reaches base or is put out. These extra pitches are NOT included for the purposes of calculating required rest, provided that the coach notifies the opposing team that he intends to remove that pitcher after the current at bat is concluded.

Rest - The number of pitches delivered in a game will also determine the amount of rest the player must have before pitching again. Required rest is calculated in calendar days and not hours or any other measure of time. For example, a pitcher who throws 40 pitches in a game Wednesday morning cannot pitch until Saturday.

Maximum Pitches per Day

11-12 year olds = 85

9-10 year olds = 75

7-8 year olds = 50

Rest Days Required

66+ Pitches = 4 calendar days

51-65 Pitches = 3 calendar days

36-50 Pitches = 2 calendar days

21-35 Pitches = 1 calendar day

1-20 Pitches = No rest required

NOTE: Protests regarding violation of these rules shall be made upon discovery to the opposing coach. The Player Agent shall be notified immediately following the game.

Reporting - After each game, coaches must confer and agree on the number of pitches thrown for each pitcher who pitched during the game. Pitch counts and results should be posted by the winning team to the league website within 24 hours of the conclusion of the game.

Substitution - Players once removed from the mound may not return as pitchers. A player may not pitch in more than one game in a day. A pitcher that is replaced in the middle of a count inherits the count for purposes of the game. The replacement pitcher does not inherit the pitches for purposes of the Game Pitch Count Limits and Rest rules.

Hit Batters - If a pitcher hits three (3) batters in the same inning, or six (6) batters total over multiple innings, the pitcher must be replaced. That pitcher may not return to the game as a pitcher.

Mound Visits - A coach may visit a pitcher on the mound once per inning. That pitcher must be replaced after a second visit to the mound in the same inning. Once the pitcher is replaced, the coach may visit the new pitcher on the mound in that inning once before having to replace the new pitcher. A pitcher must be replaced after a third (total) visit to that pitcher on the mound over the course of the game.

Catching After Pitching - A pitcher who starts a new batter with 40 or more pitches in a game cannot play the position of catcher for the remainder of that day.

NOTE: As a point of clarification, a pitcher can have played the position of catcher prior to pitching more than 40 pitches in a game.

Pitching After Catching - Any player who has played catcher in four (4) or more innings (whether playing in all of an inning or in any portion of an inning) in a game is not eligible to pitch on that day.

NOTE: As an example, this rule would prohibit a player from playing catcher in the 1st and 2nd innings; pitching in the 3rd inning and then catching in the 4th and 5th innings.

Catching - The catcher must wear a catcher's glove, a cup and properly fitted catcher's equipment including a throat guard.

Strike Zone - The strike zone is chest to knees and one ball off the plate.

Uncaught Third Strike - An uncaught third strike does NOT require a put out at first base or that the runner be tagged out.

Leadoffs/Stealing/Base Running

Base runners are not allowed to take leads. Once (i) a pitcher is in contact with the pitcher's mound and not attempting to make a play on a batter-runner and (ii) the catcher is in the catcher's box, base runners shall not leave their bases until the ball has been delivered and has passed home plate. Base runners may advance only after the ball passes home plate. If the pitcher does not control the ball on a throwback from the catcher, runners may advance and continue to take bases until condition (i) and (ii) above are met. Stealing and advancing home is permitted provided that the other rules are followed*(subject to note below). Coaches may not physically assist base runners (e.g., pushing the runner off a base or grabbing a runner to stop the runner from taking another base). If a coach physically touches a base runner, the base runner will be called out. There is no sliding head first to advance to a base, but is allowed going back to a base.

Stealing/Advancing Limits*(subject to note below)

- On a wild pitch or passed ball (**unlimited**)
- Catcher/Player throws down/to base (**unlimited**)

Pinch Runners - In the event a runner is injured and cannot continue on base, the pinch runner shall be the last batter out (i.e., not the last runner out). A courtesy runner will also be allowed for any player on base with two outs who will be pitching or catching the next inning. This is intended solely to expedite the pace of the game. The courtesy runner shall be the last batter out.

Overthrows - Base runners may only advance one base on an overthrow that goes out of play. The out-of-bounds line is typically defined as the fence in front of the dugout extended into the outfield unless the

out-of-bounds is otherwise clearly marked. If, and as long as, the ball remains in-bounds, there is no limit to the number of bases that the runner may advance. This rule is applicable regardless of the base being thrown to.

Ground Rule Double - An award of two bases from the time of pitch to all baserunners including the batter as a result of the ball leaving the field of play after being hit fairly.

Blocking Bases - See Little League National “Obstruction” Rule 7.06 and Rule 2.00 (definition of “Obstruction”).

Key Rules in Majors:

- A regulation game consists of 6 innings. If a game is called by the umpire (e.g., for darkness, weather etc.), it shall count as a regulation game subject to and consistent with the official Little League rules. (See Little League Rule 4.10) A tie game goes into extra innings until the tie is broken. Tie games called because of darkness, weather or other reasons are to be continued as soon as feasible and before playoffs begin, subject to approval from the commissioner regarding scheduling. (if applicable to Post Season Tournament play)
- Intentional walks are permitted.
- No on-deck batters allowed.
- No sliding head first to advance to a base, but is allowed going back to a base.
- Only two base coaches are allowed on the field for hitting, must remain inside coaches boxes by first and third base, and are not to obstruct Pitchers in any way, and defense Coaches allowed sitting in front of dugouts, must not be obstructing batters from the opponents team in any way.

Pitching:

- Anyone on the team may pitch.
- Pitchers have specific pitch count limits for each game based on their league age. The maximum number of pitches is shown in the table below.
- A pitcher who reaches the above limit while facing a batter may continue to pitch until that batter either reaches base or is put out.
- The number of pitches delivered in a game will also determine the amount of rest the player must have before pitching again.

Maximum Pitches per Day

11-12 year olds - 85

10 year olds - 75

Rest Days Required

66+ Pitches = 4 calendar days

51-65 Pitches = 3 calendar days

36-50 Pitches = 2 calendar days

21-35 Pitches = 1 calendar day

1-20 Pitches = No rest required

NOTE: Protest regarding violation of pitching and rest rules shall be made upon discovery to the opposing coach. The Player Agent shall be notified immediately following the game.

NOTE: A pitcher who reaches one of the thresholds above while facing a batter may continue to face that batter until the batter is retired or reaches base. If the pitcher is removed at that point, the pitcher will only be required to observe the number of days rest for the threshold reached during the at-bat; provided the pitcher is removed before facing another batter.

A pitcher who delivers more than 40 pitches in a game cannot play the position of catcher for the remainder of that day. **NOTE:** As a point of clarification, a pitcher can have played the position of catcher prior to pitching more than 40 pitches in a game.

Any player who has played catcher in four (4) or more innings (whether playing in all of an inning or in only a portion of an inning) in a game is not eligible to pitch on that day.

NOTE: As an example, this rule would prohibit a player from playing catcher in the 1st and 2nd innings; pitching in the 3rd inning and then catching in the 4th and 5th innings.

Players once removed from the mound may not return as pitchers. A player may not pitch in more than one game in a day.

Juniors and Seniors: follow District Rules.

TOURNAMENT TEAMS

Managers of all Major and Minor teams shall submit in writing to the Player Agent and President names of those players who are league 9 or older that the manager desires to nominate for postseason play. There is no limit on the number of nominations a Manager may make from his or her own team. If a Manager desires to nominate a player from another team they may make a written appeal to the Player Agent and President who may make the nomination at their discretion. Nominee names shall be provided to the Player Agent and all Managers who are eligible to vote for postseason team selection.

Eligibility - All players in the league aged 9, 10, 11, and 12 who played in the Spring Season Minors or Majors division and received a nomination from their Manager shall be eligible for postseason team selection.

Player Advisory Vote - During the week prior to the player selection vote, at the end of a game/practice a list of all nominated players shall be provided to each player in the division the nominated players play in. Each player in the division shall have a single vote which they may give to any nominated player. When they have made their vote, they shall immediately turn their ballot into their manager, who shall in turn provide it to the Player Agent and President. The player advisory vote shall be utilized as a portion of the player discussion.

Player/Parent Contract - The President/Player Agent shall collect written release/contract from the parent/guardian of each nominee. Failure of a parent or guardian to return an executed release/contract will result in removal of the player from the list of eligible nominees. The contract shall specify the anticipated commitment required of each player and shall address the financial burdens involved in postseason play. The contract shall also address the reality of postseason minimum play. If the League is hosting one (1) or more

post season tournaments, the League may require a specific number of volunteer hours be performed by the family of each player (regardless of whether the tournament being hosted is the one in which the player is selected for play). For example, if the League is hosting the Renegades/Hooligans, the League may require parents of players on the All-Star teams to volunteer at the Renegades/Hooligans Tournament as a contingency to All-Star play.

Reserve/ Replacing players - It is recommended to select reserve players that can fill in in the event a player drops or is injured. These Players and parents will be notified they are “reserve athletes” and can purchase uniforms as such, attend practices, but might not be utilized for Games. If no such players are available, the Manager shall confer with the Player Agent and President, to select a player from the league roster.

Financial obligations of League to post season Teams - The financial obligation of the players to a post-season team shall be borne by the individual players and their families, and not by the league. However, in the event that the team is required to travel to locations outside of district 1 involving an overnight stay, the league will pay \$50 per day for each player, each coach, and the team manager. Funding to commence 1 day prior to the first game and to end on the day after the team is eliminated. On the day after elimination, funding is at a 50% rate. In addition, if the team must travel more than forty (40) miles outside of district 1 to a game site, the Board may authorize a gas stipend depending on the League's financial ability. The Board shall consider the amount appropriate for such a gas stipend, if any, each year on a case-by-case basis. The postseason teams may engage in fundraising. A direct donation to the League for a specific purpose of providing team gear for the benefit of a team shall be used to benefit that team (i.e., if a donor offers to donate funds to buy uniforms for a specific team), such donation may benefit that team. However, the Board must control any other monies raised by the team or donated for a team, and the Board must approve expenditures of such funds. The Board, in considering such expenditures, should take into consideration the overall purpose for the expenditure, the need for the expenditure, and the other obligations and needs of the League. Fundraising monies may not, under any circumstances, be used to pay any expenses for persons other than the Manager, Coach(es), Players or League President (or other authorized League official).

Order of Team Placements - The teams will be filled in the following order: 12y All Stars, 11y All Stars; 10y All Stars, Hooligans 11/12y and Renegades 9/10yr. No player shall be given the choice to select which All Star Team on which to play. In the event we do not have enough League age Athletes to fill a division competitively in All Star Teams the order deviates to the next hierarchy.

Player Selection - The Player Agent and President shall set the date, time, and place for the post season team tryout and selections. The Player Agent shall serve as chair. The selection shall proceed as follows:

Number of players per team: At the start of the selection meeting the Managers selected for each post season team must announce the number of players that he or she has determined will be on each team, with a minimum of 11 and a maximum of 13.

Player discussion: The chair shall permit each manager to introduce and briefly discuss the players he or she has nominated. The Manager should be prepared to discuss the playing skill, season stats, and pros or cons of any player candidate. In addition, the President and Player Agent shall represent the interests of the League and may participate in the discussion of players.

Voting - The Player Agent or (if absent) board member appointed by the President shall tally all votes during the selection process. At the completion of the discussion the Majors Managers, President, and Player Agent shall vote as follows:

Round One - Each Major Manager, the President, and Player Agent, shall vote for the number of players determined by the Player Agent (i.e., 6 players. Those voting must vote for the specific number required and

may not vote for more or less in each round. Any player receiving a unanimous vote (except the player's manager who must abstain) shall be placed on the team. The votes from round one will carry over then be added to the votes of round two.

Round Two & Thereafter - Those voting will be given a second opportunity to discuss the remaining players and the needs of the team, in light of the players who have been selected. The Player Agent will determine the number of positions remaining for vote in round two. For example, the Player Agent may declare that each Manager is to vote for 4 players in the second round. Thereafter, the voters will vote in accordance with the above system for those remaining players for the number of players determined by the Player Agent. The votes from round one will carry over (up to 50%) then be added to the votes of round 2. For example, if a player received 2 votes in round one, that player would be credited with 1 carry over vote into round 2 to be added to any additional votes obtained in round 2. Any Player that receives a total combined vote of 10 or more votes at the end of round 2 shall automatically be placed on the team until the team is filled. If more players than needed receive 10 or more votes, the players with the most votes shall be selected in that order. Additional rounds shall continue if necessary until the team is filled. Between each round, further discussion may occur. In case of a tie for last position, there will be a tiebreaker vote by the voters. If there is a second tie, the Player Agent and Manager shall make a necessary tiebreaker pick.

Note: With Player Agent approval a league aged 8 years old *may be* eligible for the Renegades if they are at the same skill set for said division **and** there are no other 9/10 year olds to select from.

Snack Bar Duty

Assignment

1. Snack Bar duty schedule for teams – Parents can sign up or will be assigned by the Team Manager/ Parent and given to Concession Manager **only**. (All Parents are to cover 2 shifts = 4 hours or forfeits full deposit)
2. Team Manager /Parent is responsible for ensuring said Parents cover shifts to avoid discipline actions/ fines.
3. Concessions Manager will have logs in the snack bar to sign in/out for parents, and Board signature to confirm for each shift.
4. Teams will not have to work at the snack bar if away Game or Bye, however parents can volunteer on those dates.
5. For Home Games, Parents should not be scheduled to work during their game, unless they offer. (Shift(s) should be before or after their players game(s))
6. If a "*Shift*" schedule is being used, then a shift shall constitute 2 contiguous hours of work.
7. It shall be the team's responsibility to identify when individuals on said team will work and cover for no shows.
8. Members of the Board of Directors are exempt from working snack bar duty and fees if in good standings.

Guidelines/Penalties

1. When a Parent is assigned snack bar duty, that Parent is responsible for showing up 10 minutes prior to shift, no children under 14 years of age are allowed inside the snack bar due to safety and Health regulations.
2. If a person is unable to work their snack bar shift, it is that person's responsibility to find a replacement worker, which is acceptable to the Snack Bar Coordinator.
3. If a person does not show up for their shift and they forfeit the deposit paid.

4. In the event of no-shows, the “team manager” and/or “team mom/parent “will be held responsible for finding people to work the shift or shall work the shift themselves if they are unable to find a satisfactory replacement.
5. At the Board's or President's discretion, the head coach may be placed on administrative suspension for lack of participation by a team in its' responsibility to perform snack bar duty. Said suspension shall be of a duration and nature as determined by the entity issuing said suspension.

Board Meetings

(Board of Directors meetings)

1. Board meetings shall be scheduled at least once a month in the months of August, September, October, November, December and January.
2. Board meetings shall be scheduled at least twice a month in the months of February, March, April, May, June and July.
3. Pursuant to Valley Providence Little League Constitution, Article VI, Section 6, all meetings shall be conducted under Robert’s Rules of Order, revised edition.
4. Pursuant to section 9 of Robert's Rules of Order all Board meetings shall be considered "Executive Sessions" unless specified as otherwise.
5. Pursuant to section 9 of Robert's Rules of Order, "A member can be punished under disciplinary procedure **(60)** if he/she violates the secrecy of an executive session."
6. A. Board Members shall maintain the secrecy of board meetings. This shall mean that Board Members may only discuss secrecy issues with those who have "***a need to know***"; and are generally only other Board Members.
 B. In general, Board Members may disclose the following:
 1. The topics considered (except as noted in 4C4 and 4C7 below)
 Example: "Yes, the board did consider raising registration fees to \$200 per member."
 2. The outcome of votes (noting passed or failed **only**)
 Example: "The motion to increase registration fees to \$200 failed."
 3. The generalized reasoning of the **majority** for any given vote always sighting "The Board" as the decision making entity.
 Example: "The board felt that increasing the registration fees might cause undo hardship for some people."
 4. Board approved minutes and financial statements from board meetings
- C. In general, Board members **may not** disclose anything not noted in 4B above, including, but not limited to the following:
 1. The actual, or paraphrased discussion of topics
 Example: "Bob felt that raising the registration fees would allow the league to purchase better equipment this year; he hated the outcome of the vote."
 Example: "Patty thought that increasing registration fees could cause a hardship on about 30% of the members cited the XYZ family as an example."
 2. The individual vote of any individual Board Member, including one's own vote
 Example: "Bob voted to increase registration fees."
 Example: "I didn't like the idea, so I voted to keep the registration fees as they are."
 3. The reasoning of the minority for any given vote
 Example: "The losing side really wanted to get more equipment this year."
 4. Any issues that pertain to individuals, including but not limited to, the following:
 - A. Refunds (except those involved)
 - B. Disciplinary Actions (except those involved and except as directed by the

entire board)

5. The member who offered up a motion.
Example: "Robert was the one who moved to increase the registration fees."
6. Any rulings of the chairman.
Example: "The President said we had to wait all the way to the end of the meeting to bring up the subject of increasing registration fees because it was new business."
7. Any topic noted as "privileged", and discussion and/or vote pertaining thereto.

D. Those in attendance of board meetings, Board Member or not, who do not maintain the secrecy of said Board meetings, as described herein, shall be subject to disciplinary action, up to and including expulsion.

E. Discussions outside of Board meetings amongst Board Members, when noted as "privileged" discussions, shall also be held to the same secrecy standards as those noted herein. This shall also be the case when discussions have a reasonable expectation of being "privileged", whether noted or not. Such as, but not limited to issues that cannot wait until the next scheduled board meeting and phone votes.

7. Phone, poll motions, and voting, shall be considered valid methods of obtaining a vote when conducted by the President or his/her designee. Such votes shall be reported at the next scheduled Board meeting.
8. The President shall have the authority to remove any person from a board meeting whose behavior is obstructing the board from conducting its' business.

Meetings and Voting

Section 1 Regular Meetings

Regular meetings of the Board of Directors and General Membership will be held monthly. General Meetings will not be open forum and will run by Meeting Agenda only. Time and place to be designated by the President and with 2/3 majority vote able to attend.

Section 2 Special/Executive Meetings

Special meetings of the Board of Directors may be called by The President or by 2 Board Members and require a 3/4 Quorum to be present or the meeting will be considered null and void. Special Meetings are not open to General Members unless by special invitation to sit in and observe only.

Section 3 Notification of Special/Executive Meetings

In the case of special meetings, the Board of Directors shall be notified in writing or by telephone not less than 24 hours in advance of such a meeting. The notification will include the date, place and the nature of the business to be considered. No business other than that contained in the notification shall be considered.

Section 4 Quorum for Business Meetings

A Majority of the Board of Directors shall constitute a quorum for any business meeting.

Section 5 Voting

Each member of the Board of Directors shall have one vote. The President shall vote only in the case of ties.

Section 6 **Protocol**

All Meetings shall be conducted under Robert's Rules of Order, revised edition. The Valley Providence Policy and Procedures shall take precedence over Robert's Rules of Order, revised edition.

POWERS OF DIRECTORS

A. GENERAL POWERS OF DIRECTORS:

The Board of Directors manage the affairs of the corporation and are subject to the restrictions imposed by State laws, the articles of incorporation, the Constitution, the Policy and Procedures, and may exercise all the powers of the corporation.

B. SPECIFIC POWERS OF DIRECTORS: without prejudice to such general powers, it is hereby expressly declared that the directors shall have the following powers:

1. To adopt and alter a common seal of corporation.
2. To make and change regulations not consistent with these Policy and Procedures for the management of the corporation's activities and affairs.
3. To appoint and remove, with cause, agents, officers, and employees of the corporation and prescribe their duties.
4. To pay for property purchased by the corporation, either wholly or partly in money.
5. To select and designate such bank or trust company as they deem advisable as official depository of the funds of the corporation and to prescribe and order that manner in which such deposits shall be made or withdrawn.
6. Members may be removed by two-thirds (2/3) majority vote.
7. To approve Managers and to approve their staff or assistants prior to them taking the field.
To be approved for the Manager or a staff position, an applicant must carry a simple approval from the President and or majority of votes.

C. COMPENSATION OF DIRECTORS: Directors shall not receive any monetary compensation for their services as directors but may be reimbursed for authorized expenditure of legitimate expenses.

GENERAL

- A. In the event a situation arises not covered by these Policies and Procedures, the Board of Directors shall refer to the National Little League conference's current rulebook and adhere to such as though contained herein and a part of these Policy and Procedures.
- B. Any decision involving conference affiliation or business must be put before the general membership.

BOARD MEMBERS AND ELECTIONS

The Board of Directors of Valley Providence Little League will be comprised of the following officers:

President
Vice President Baseball / Vice President Softball
Secretary
Treasurer
Player Agent Baseball / Player Agent Softball
Scheduler / Game Changer Coordinator
Safety Officer
Coaches Coordinator
League IT Information Officer
Marketing Public Relations Manager

Sponsorship / Fundraising Manager
Concession Manager
Umpire in Chief
Field Maintenance
Equipment Manager

- 2: (a) Nominations for members of the Board of Directors shall be open by Spring Closing Ceremony. Nominations remain open until a special election meeting on the first meeting in June. Officers elected shall be installed to shadow the existing Board until the last regular meeting in October and take over duties thereafter. Each office shall be voted on separately unless combined herein stated.
- (b) Exceptions: The following persons cannot hold office as members of the Board of Directors:
- 1) No person in bad standings with Valley Providence Little League Conference can hold a position as a Board Member or a position as Rostered Staff.
 - 2) The Board shall alternate election years so that half the Board shall remain intact for the stability of VPLL. The Board positions up for Election at the end of the 2025 Spring Season are as follows: Vice President, Treasurer, Scheduler, Coaches Coordinator, Marketing PR, Concession Manager, and Field Maintenance.
 - 3) Any Board member absenting himself without notice from two consecutive meetings automatically removes himself as a board member and his/her position shall be declared vacant, unless it is determined that his absence was involuntary.
 - 4) Resignation of Officers shall be submitted in writing to the Board of Directors.
 - 5) Vacancies which occur in any elected office shall be filled by appointment. Such an appointment shall require an appointment by the President then a simple majority vote of the Board of Directors, a quorum being present, to ratify the appointment, or $\frac{3}{4}$ vote of the entire Board of Directors. In the event the Board of Directors is unable to fill a vacancy within the 30 days of the vacancy, the President shall assume the responsibilities for such vacancy until such position is filled.
 - 6) Nominations for Board of Directors shall be made from among the entire membership of the organization by the duly appointed Nomination Committee in accordance with the following requirements:
 - (a) Candidates for the office of President shall be a current Board member with at least 24-month general membership and 6 contiguous months of board service as of September 1st of the current year. Should no person with the aforementioned requirements be nominated, then candidates for the office of President shall be a current Board member with the same requirements as the Vice President as noted in item "A2" below. Should no person with the aforementioned requirements of the President or Vice President be nominated, then candidates for the office of President shall be any member who meets the requirements of any other Board position as noted in item "7b" below
 - (b) Candidates for the office of Vice President shall be a current Board member with at least 24 months general membership and 6 contiguous months of board service as of September 1st of the current year. Should no person with the aforementioned requirements of the Vice President be nominated, then candidates for the office of Vice President shall be any current Board member. Should no person with the aforementioned requirements of the Vice President be nominated, then candidates for the office of Vice President shall be any member who meets the requirements of any other Board position as noted in item "7c" below.

- (c) Candidates for offices other than the President and Vice President shall be from among the entire membership.
- (d) The Board or Nomination Committee shall have the right to review the eligibility, as described herein, of successful "write in" candidates, and if necessary, nullify ballots for the "write in" candidates determined ineligible (nullification of said ballots shall only be for the affected position(s)).

VOTING – TIES - TERMS

1. Each general voting member other than players and minors may vote for one person in each office. Spreadsheets with Players name and division to mark off will be present to ensure no duplicate ballots.
2. Any eligible candidate receiving a majority (as defined in Section 3 below) of the vote shall be declared the winner. Ties will be resolved by a revote of the affected positions at the following week's practice, if still unable to resolve both Candidates will flip a coin to determine the winner.
3. All ballots cast shall be counted toward the total vote. Positions on a ballot that have no indication of favor for any candidate shall be counted toward the total vote. Therefore, to be declared the winner, a candidate must be specified as the candidate of choice by the majority (50 percent plus 1) of ballots cast. Board positions that do not meet such sufficiency of vote as described herein shall be declared vacant.
4. After the Board election, Board positions left vacant for the subsequent year may be filled by Presidents appointment to the Board of the current year.
5. Misconduct of a Board Member elect prior to their installation in September shall be grounds for said Board Member elect's exclusion from installation.
6. The term of office for board members shall be for two (2) years, commencing with one's installation in September of the calendar year following the election.

Duties and Responsibilities of the Board of Directors

Each Board Member is responsible for making sure trash at Lemmon Valley fields are taken care of, bathrooms are kept clean and stocked, report graffiti to the Board with pictures, if last on field make sure everything is locked up accordingly.

PRESIDENT

The President shall:

- Conduct the affairs of the Local League and execute the policies established by the Board of Directors.
- Present a report of the condition of the Local League at the Annual Meeting.
- Communicate to the Board of Directors the on goings of the league and make such suggestions as may tend to promote the welfare of the Local League.
- Be responsible for the conduct of the Local League in strict conformity to the policies, principles, Rules and Regulations of Little League Baseball, Incorporated, as agreed to under the conditions of the charter issued to the Local League by that organization.
- Designate in writing other officers, if necessary, to have power to make and execute for/and in the name of the Local League such contracts and leases they may receive, and which have had prior approval of the Board.
- Investigate complaints, irregularities and conditions detrimental to the Local League and report thereon to the Board or Executive Committee as circumstances warrant.
- Prepare and submit an annual budget to the Board of Directors and be responsible for the proper execution thereof.

- With the assistance of the Player Agent, examine the application and support proof-of age documents of every player candidate and certify residence or school enrollment, and age eligibility before the player may be accepted for tryouts and selection.
- Complete the required background checks per Little League Regulation I (b) and I (c) 8 & 9; or delegate this responsibility to the league's Safety Officer, or other designated Board member.

VICE PRESIDENT

The Vice President shall:

- Perform the duties of the President in the absence or disability of the President, provided he or she is authorized by the President or Board so to act. When acting, the Vice President shall have all the powers of that office.
- Perform such duties as from time to time may be assigned by the Board of Directors or by the President.

SECRETARY

The Secretary shall:

- Be responsible for recording the activities of the Local League and maintain appropriate files, mailing lists and necessary records.
- Perform such duties as are herein specifically set forth, in addition to such other duties as are customarily to the office of Secretary or as may be assigned by the Board of Directors.
- Maintain a list of all Regular, Sustaining and Honorary Members, Directors and committee members and give notice of all meetings of the Local League, the Board of Directors and Committees.
- Email copy of minutes to all board members within 1 week.
- Keep the minutes of the meetings of the Members, the Board of Directors and the Executive Committee, uploading into the g-drive after each meeting.
- Conduct all correspondence not otherwise specifically delegated in connection with said meeting and shall be responsible for carrying out all orders, votes and resolutions not otherwise committed.
- Notify Members, Directors, Officers and committee members of their election or appointment.

TREASURER

The Treasurer shall:

- Perform such duties as are herein set forth and such other duties as are customarily incident to the Office of Treasurer or may be assigned by the Board of Directors.
- Receive all monies and securities, and deposit in a depository approved by the Board of Directors.
- Keep records for the receipt and disbursement of all money and securities of the Local League, including the Auxiliary, approve all payments from allotted funds and draw checks therefore in agreement with policies established in advance of such actions by the Board of Directors.
- All disbursements by check must have dual signatures.
- Prepare an annual budget, under the direction of the President, for submission to the Board of Directors at the Annual Meeting.
- Prepare an annual financial report, under the direction of the President, for submission to the Membership and Board of Directors at the Annual Meeting, and to Little League International.
- Balance the bank accounts using quickbooks and provide at all meetings
- Provide monthly updates on the financial status of the league and any discrepancy immediately to the Board and have on Agenda for next Board meeting.

PLAYER AGENT

The Player Agent shall:

- Record all player transactions and maintain an accurate and up-to-date record thereof.

- Receive and review applications for player candidates and assist the President in verifying residence or school enrollment and age eligibility.
- Conduct the tryouts, the player draft and all other player transaction or selection meetings. Review all Play up and Down requests and over see try outs to determine if the athlete meets the request.
- Prepare the Player Agent's list.
- Prepare for the President's signature and submission to Little League International, team rosters, including players claimed, and the tournament team eligibility affidavit.
- Notify Little League International of any subsequent player replacements or trades.
- At his or her option form a Player Agent's Committee to assist in the tasks set forth above. The Player Agent shall chair this and can assign a Committee but shall have ultimate responsibility for actions taken or recommended by the committee. In no event shall the committee have authority over the Player Agent.

SCHEDULER / GAME CHANGER

The Scheduler / Game Changer Coordinator

- Manage scheduling of all field usage (including lighting), using Local League approved programs. Provide Game Changer Training for Teams/Staff and update standings / stats.
- Schedule all regular season practice and game times and locations consistent with Local League plans, rules and policies.
- Manage re-scheduling of canceled or suspended games, as needed.
- Manage playoff games/brackets consistent with Local League plans, rules and policies and Little League Rules and Regulations.

SAFETY OFFICER

The Safety Officer shall:

- Be responsible to create awareness, through education and information, of the opportunities to provide a safer environment for children and all participants of Little League.
- Develop and implement a plan for increasing safety of activities, equipment and facilities through education, compliance and reporting.

NOTE: In order to implement a safety plan using education, compliance and reporting, the following suggestions may be utilized by the Safety Officer:

- (1) Education - Should facilitate meetings and distribute information among participants including players, managers, coaches, umpires, league officials, parents, guardians and other volunteers.
- (2) Compliance - Should promote safety compliance leadership by increasing awareness of the safety opportunities that arise from these responsibilities.
- (3) Reporting - Define a process to assure that incidents are recorded, information is sent to league/district and national offices, and follow-up information on medical and other data is forwarded as available.
- (4) Background Checks - If the League President so designates, the safety officer will complete the required background checks per Little League Regulation I (b) and I (c) 8 & 9.

COACHING COORDINATOR

The coaching coordinator shall:

- Represent coaches/managers in league;
- Present a coach/manager training budget to the board;
- Gain the support and funds necessary to implement a league-wide training program;
- Order and distribute training materials to players, coaches and managers;
- Coordinate mini-clinics as necessary;

LEAGUE IT INFORMATION OFFICER

The League IT Information Officer shall:

- Set up and manage the league's official website (site authorized by Little League International);
- Set up online registration and ensure player, manager, and coach data is uploaded to the Little League Data Center;
- Assign online administrative rights to other local volunteers;
- Encourage creation of team web sites to managers, coaches, and parents;
- Ensure that league news and scores are updated online on a regular basis;
- Collect, post, and distribute important information on league activities including direct dissemination of fund-raising and sponsor activities, the district, the public, league members, and the media;
- Serves as primary contact person for Little League regarding optimizing use of the Internet for league administration and for distributing information to league members and to Little League Baseball, Incorporated.

Marketing/Public Relations Manager

The Marketing/Public Relations Manager shall:

- Oversee new player recruitment efforts;
- Develop and maintain a league marketing plan focused on player recruitment and retention;
- Oversee efforts to market new divisions of play and initiatives offered by the league;
- Work with local media to promote the interests of Little League;
- Coordinate efforts to make the local league visible in the community year-round.

Sponsorship/Fundraising Manager

The Sponsorship/Fundraising Manager shall:

- Solicit and secure local sponsorships to support league operations;
- Collect and review sponsorship and fundraising opportunities;
- Organize and implement approved league fundraising activities;
- Coordinate participation in fundraising activities;
- Maintain records of monies secured through sponsorship and fundraising initiatives.
- Ensure regulations and policies related to sponsorships and fundraising are followed.

Concession Manager

The Concession Manager shall:

- Maintain the operation and cleaning of concession facilities.
- Organize the purchase of concession products and create inventory logs.
- Be responsible for the management of the concession sales at league events.
- Schedule volunteers to work at the concession booth during league events.
- Collect and review concession-related offers, including discounts and bulk-purchasing opportunities.
- Organize, tally, and keep records of concession sales and purchases.
- Report status of snack bar to board at league meetings.
- Keep weekly Inventory logs and provide to Board at Monthly meetings

Umpire-in-Chief

The Umpire-in-Chief (U.I.C) shall:

- Serve as coordinator of the local league umpire program
- Advise the League President on the local league umpire program

- Oversee the Junior Umpire Program
- Recommend volunteer umpires to the League President to serve the league during the regular season. Recruit, review, and retain volunteer umpires
- Establish and implement an umpire training program for volunteer umpires consistent with Little League® guidelines
- Communicate rule changes to league volunteer umpires, managers, and coaches
- Recommend tournament-worthy umpires to the District Umpire Consultant
- Attend umpire training programs at the district, state, and region levels

Field Manager

The Field Manager shall:

- Monitor the condition of the fields, dugouts and ballpark
- Coordinate field improvement days
- Perform general upkeep on the fields when needed
- Report items that are in need of repair or replacement
- Monitor and upkeep batting cages. Coordinate with Minors coaches to put up and take down nets.
- Communicate with the county regarding any issues that need to be fixed and notify them of field days.
- Graffiti - Take pictures and email to County contact. They need to know the date of when it happened and ask them to make a police report.

Equipment Manager

The Equipment Manager shall

- Inventory all equipment and provide list to Board
- Create equipment Logs for sign out and In
- Ensure that the coaches are provided the appropriate equipment required for the teams to practice and play games and have signed out on LOGS.
- Collect equipment at the end of each season
- Be responsible for the upkeep and organization of the equipment building

Liability of Members

No Members of the Corporation, whether regular or otherwise, shall be personally or otherwise liable for any of the debts, liabilities, or other obligations of the Corporation.

Dissolution

The property of this corporation is irrevocably dedicated to charitable educational or religious purposes and upon liquidation, dissolution, or abandonment of the owner, after providing for the debts and obligations thereof, the remaining assets will not inure to the benefit of any private person but will be distributed to a non-profit fund, foundation or corporation which is organized exclusively for charitable educational or religious purposes and which has established its' tax exempt status under the provisions of the Internal Revenue Code and the Laws of the State of Nevada.

Fiscal Year

The fiscal year of the Local League shall begin on October 1 and shall end on September 30. (Note: The above fiscal year must be chosen if the Local League intends to qualify under the Little League Baseball, Incorporated, Group Tax ID Number.)

Amendments

These Policy and Procedures or any section thereof may be amended or repealed by a three fourths (3/4) vote of the entire Board of Directors at any duly constituted meeting providing that written notice of such proposed changes, over the signature of the Secretary, shall have been communicated to each member of the Board of Directors at least five (5) days prior to the meeting at which such proposed changes are to be considered.

Copies of the Policy and Procedures as accepted shall be given to each member of the Board of Directors within thirty (30) days of acceptance and will be signed for receipt by each member as well as posted on League Website.

All members, including but not limited to the Board of Directors, shall be bound to honor, abide by, and enforce, the Board approved "Policies and Procedures". Further, any section of the company's "Policies and Procedures" manual may be amended or repealed by a three fourths (3/4) vote of the entire Board of Directors.

Record Keeping & General Administration:

All records of the company shall be kept and maintained in the G Drive. This shall include, but not be limited to the following: all documents relating to the company's checking and saving accounts (including the checks themselves); membership agreements; transactions (electronic or otherwise) relating to members and vendors; the storage of electronic information; the storage of paper documents. All administrative functions shall be directed, administered, and delegated by the President. When the Board is not in session board members shall answer to the President for their administrative duties.

Financial Transparency:

No Board member authorized to purchase, collect, or disburse funds may be the spouse or family relative of the League President or Treasurer or have direct access to league funds without the written permission of the chairman of the league's Audit Committee. The use of a league credit or debit card is permitted, given then the card is returned to the League President or Treasurer with receipt for all purchases made within three (3) days of the purchase date.

Expenditures:

Purchases and Proper Reimbursements: Any purchase, \$250.00 or over needs to be voted on by the Board Members with the exception of perishables for concessions. For purchases under \$250.00 they shall be reviewed by the President and the Treasurer and if there is any question the President and/or Treasurer must bring it to the board for approval. The Board shall not permit the disbursement of Local League funds for other than the conduct of Little League activities. If a purchase is made and the Board chooses not to approve the Board will vote on the consequences for the purchaser's actions.

RETURNED CHECKS

Valley Providence Little League shall assess a charge up to \$35.00 (depending on bank fees) **each time** a check is returned for any reason, including but not limited to, insufficient funds. Failure to pay this charge shall be cause for disciplinary action, up to and including expulsion.