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# **LA MIRADA LITTLE LEAGUE, INC.**

## **Local League Rules/ BY-LAWS 2021**

### **ARTICLE I**

La Mirada Little League reserves the right to change the By-laws of the local league to comply with any necessary direction from the State, County, City, and Little League International regarding playing rules, Covid mandates in order to allow continued operation.

#### **Section 1. Formation of the League**

As designated by Little League International, a league named La Mirada Little League is hereby established (league identification number 405-29-12) to conduct a baseball program in part of the Los Angeles County area, including all areas in the LMLL boundary (see attached map).

The name of the Corporation/League shall be La Mirada Little League, Inc., hereinafter referred to as the "League". This League is formed as a non-profit Corporation.

#### **Section 2. League Information**

##### **Principle Office**

The principle office shall be established and maintained in the City of La Mirada, County of Los Angeles, State of California. Mailing Address:

La Mirada Little League

P.O.BOX 366

La Mirada, CA 90637

##### **Emblem/Colors**

The colors of the LMLL will be Navy Blue, White and Yellow Gold. The logo will be the Letters "LM" on a baseball home plate with two cross Bats. The logo will not be changed without the General membership approval.

#### **Section 3. Geographical Area**

Please see attachment #1. League Boundaries

La Mirada Little League will serve those inside the league boundaries of Los Angeles County.

The League boundaries are North of Rosecrans, South of Imperial, East of Stage Road, West of Beach Blvd. It will include the unincorporated area of Whittier off Telegraph and Leffingwell Rd . East of Marquarte, South of Imperial, East of Valley View, West of Stamy Rd, South of Lemon, West of Santa Gertrudes Ave, South of Imperial. See Attached Approved map.

## ARTICLE II

### ADMINISTRATION

The affairs of this League shall be administered by a Board of Directors, who shall be elected by the General Membership and each member of Board shall be an active member of this League. The members of the Board of Directors and the Executive Board shall be comprised of the following positions:

1. **President, (two year Term)\*\*\***
2. **Vice President (alternating two year term)\*\*\***
3. **Treasurer (two year term same as President)\*\*\***
4. **Secretary (two year term same as 1<sup>st</sup> Vice President)\*\*\***
5. **Little League Player Agent\*\*\***
6. T-Ball Player Agent
7. Junior/Senior/Big League Director
8. Major Division Director
9. Minor A Division Director
10. Minor B Division Director
11. Minor C Division Director
12. T-Ball Division Director
13. Challenger Division Director/Player Agent
14. Concession Manager
15. Director of Fields,
16. **Safety Officer,\*\*\***
17. Umpire Consultant
18. Equipment Director,
19. Auxiliary President
20. **League Information Officer,\*\*\***
21. Sponsorship Director
22. Fundraising Director
23. Background Director –Is Appointed by President no voting rights.
24. Yearbook Advertising Director

**NOTE:** \*\*\* denotes required positions of the Executive Board of Directors. Positions must be filled to have a local league. No one may hold more than one office on the Executive Board.

## ARTICLE III

### OFFICERS

#### SECTION 1

Officers are defined as those members elected by the General Membership or appointed by the Board of Directors to manage the affairs of the league/corporation.

***The officers of this Corporation shall consist of:***

**President**

**Vice President**

**Secretary**

**Treasurer**

## **SECTION 2 - Board of Directors**

The LMLL Board of Directors Officers will be at a minimum 9 (nine) members including but not limited to the positions of President, Vice President, Secretary, Treasurer, Player Agent (T-Ball, Minor/Majors, Junior Division), Safety Officer, Division Directors, Concession Stand Director, Auxiliary President, Sponsorship Manager, Advertising Yearbook Manager, Fundraising Manager and League Information Officer. This will be determined by the General Membership each year.

The number of managers/coaches including Minor league representation elected to the board shall not exceed a minority of the total board members.

The Board of directors shall have the power by two thirds vote of those present at any regular or special meeting to discipline, suspend or remove any director or officer or committee member of the league, subject to provisions of the constitution.

## **ARTICLE IV**

### **DUTIES OF THE OFFICERS**

Board of Directors – The management of the property and affairs of the Local League shall be vested in the Board of Directors. The directors shall, upon election, immediately enter upon the performance of their duties and shall continue in office until their successors shall have been duly elected and qualified.

The duties of each officer is listed in the League's Constitution. All Officers are required to attend the Board meetings. If a Board member is unable to attend they will contact the President or Secretary prior to the meeting to be excused. The Secretary will notify the President immediately so it can be determined if enough will be in attendance for a quorum. If they are unexcused and miss two consecutive meetings it shall be on the third unexcused meeting as abandoning their position and will automatically terminate their office.

All Officers will attend training provided by the "League, District 29, or Western Region" to ensure they have the necessary knowledge to hold the office assigned. All Officers must be knowledgeable of the duties for their office and perform the duties in a timely manner. Each officer will be held accountable to the League for the benefit of the program. Each Officer will ensure they comply with the Rules and Regulations, Policies and Procedures of Operation of Little League Baseball INC. as published. Officers must be able to interpret the Rules and Regulations correctly to parents and the public, as well as to League Personnel. Officers at all times must consider what is in the best interest of the League, the Program and all the children above anything else. All Officers will be assigned a day to be the Board Member on Duty to ensure the League is operational and in compliance to policy.

#### **A. President**

Presides over all LMLL meetings and assumes full responsibility for the operation of LMLL; Coordinates and receives all mail, communications and supplies from Little League Headquarters and District 29, and is responsible to ensure that all League Personnel are

properly briefed on all phases of rules, regulations, and policies of Little League Baseball, Inc. and LMLL rules.

#### B. Vice President

Presides over all LMLL meetings and represents LMLL at District 29 meetings when the President is absent; Works with other officers and committee members as needed; Is an ex- officio member of all committees and carries out duties and assignments as delegated by the President, including assisting the President with official correspondence, working with the Team Parent and Volunteers and the Sponsorship Committees.

#### C. Secretary

Prepares meeting agendas with the President and records the minutes of the meetings; Is responsible for sending out notification of upcoming meetings and special communications; Responsible for issuance of membership cards and maintains a permanent record of League activities; maintains a register of league members and the LMLL Board of Directors, and transmits information to Little League International at the President's direction.

#### D. Treasurer

Co-signs checks with another Board Director; there shall be the President's, Vice President's or Treasurer's Signature on the checks approved for payment. The Treasurer dispenses LMLL funds as approved by the Board of Directors; Provides on going status reports to the Board for all league funds; Maintains all financial books, receipts and records for LMLL; Prepares annual budget documents, including an annual statement of activities for review and approval by the Board of Directors, and has responsibility for all LMLL league finances. Will complete the Yearly Fed/State Tax documents as required and file on time.

#### E. Player Agent (All Player Agents)

Is in charge of the player draft for selection to teams and supervises and coordinates the transfer or trading of players within the designated divisions in accordance with the regulations of Little League Baseball and LMLL. Assists the President in confirming the birth records and eligibility of players for each designated division.

#### F. Safety Officer

This position is responsible for preparing and submitting annual LMLL Safety Plan to Little League International and District 29 on time. Coordinates all safety activities for LMLL to ensure safety in player training and safe playing conditions for prevention of injuries; Coordinates all reporting of injuries; Receives and solicits suggestions to make playing conditions safer; Reports suggestions to the President for review, and then formulates a plan to present it to the Board for approval. Takes approved suggestions through to completion. Prepares 1<sup>st</sup> aid kits for the Equipment manager to distribute with equipment.

#### G. Equipment/Field Director

Responsible for management inventory and maintenance of existing equipment and uniforms, as well as disbursement of all equipment and uniforms (i.e. shirts, caps, belts, socks) to all teams through and with the cooperation of team parent, prior to the season beginning; Obtains and distributes new equipment, uniforms and supplies to all teams (i.e., balls, special size orders) in accordance with team needs prior to and during the season; And, as required by teams needs, obtains and distributes equipment, full uniforms (i.e., uniform shirt and pants, caps, belts, socks) supplies, and special orders (i.e., special size orders, monogramming of uniforms and caps for players and coaches).

Will ensure the playing fields are in compliance within Little League standards. Inspect playing field conditions before the season begins and require all teams to inspect the fields prior to each game. Will make recommendations to the BOD for any necessary repairs and upgrades. Will ensure the teams are scheduled to put up and take down the fences at the beginning / end of the season and stored properly. Will ensure the break-away bases are in compliance with Little League Baseballs rules and regulations.

#### H. Umpire Consultant

Coordinates paid adult and youth umpires for Junior, Major Division and Minor Divisions. Provides schedules, calculates and monitors payment to all umpires; Recruits umpires and provides training sessions with reference to Little League Baseball, Inc. and LMLL playing rules; Distributes copies of playing rules and is responsible for the management, inventory, maintenance and distribution of umpire equipment; Establishes umpire performance standards and initiates changes, as needed; Provides input for local playing rules of LMLL and assists with any umpiring problems, as needed.

#### I. Division Directors

Coordinates with all Teams in their Division, giving all updates and information directly from the Board, and acting as the single point of contact or spokesperson for that Division.

#### J. Concessions Director

The Concession Director shall handle all concession responsibilities of the Concession. Included in the responsibilities shall be the ordering of supplies, scheduling of volunteer workers, tracking of volunteer time, and the cashing and bookkeeping of all monies, as directed by the LMLL Treasurer. The cash box with all monies must be tallied and turned over to the President, Vice President or Treasurer after each concession closing.

#### K. Fundraising Director

Responsible for the annual fundraising for the LMLL; Provides written detailed information to all players and their families regarding (1) participation in sales or (2) the optional "in lieu of" donation that may be paid; Arranges for vendor presentations to the Board in late December or early January to determine the suppliers; After a vendors are chosen, is responsible for a presentation at the Team Parent Meeting to convey product information; In charge of distribution of any product or information to all participants and the collection and maintenance of written records for all monies resulting from the sales and the in lieu of fees; Be available for distribution of additional product and to answer any inquiries from Team Parents.

#### L. Sponsorship Director

Will act as the lead representative with the primary purpose being to collect donations either monetary or other to support the leagues operation. Will implement the Sponsorship Recognition program for the league to ensure all Sponsorships received will get a "Thank You" on behalf of the League. All Players will benefit from the items/funds raised. All CASH Funds will be deposited to the general fund immediately. Work with the Secretary and Treasure to ensure Sponsorship letters for Tax purposes are sent out. Will obtain BOD approval for all Sponsorship events.

#### M. Special Event/ Opening Day Auxiliary President

Responsible for planning and implementing various special events at LMLL games to promote community and sportsmanship. (Examples: bounce houses, special guests, and drawings for prizes) In addition, oversees the planning of Opening Day ceremonies, Family Fun Day, or Closing Ceremonies as directed by the President.

#### N. Director on Duty

A schedule of the BOD will be made to ensure there is an official to open and close the fields on game days.

A BOD will be assigned to playing fields for the purpose of monitoring league activity on game days; they are not there to interrupt the rules, but to make sure that the rules are followed per the National Little League Official Regulation and Playing Rules Book. To monitor and keep Parents, Spectators and other game attendees from getting unsportsmanlike and creating an atmosphere of hostility. The Representative shall be able to call the local authorities for the removal of said individual(s) from the park, and is encouraged to avoid all confrontation and violence.

The Director on Duty will verify the funds from the sales of the concession stand and sign with the representative from the concession stand for the monies to be deposited. The money will be turned over to the Treasurer or President for immediate deposit to the general account.

Director on duty will ensure all individuals have safely left the location before leaving themselves.

#### O. League Information Officer

Will be responsible for all web site updates and maintenance. Information will be updated in a timely manner with Board of Directors approval. Must ensure the information posted is within the Policies and Procedures of Little League INC and the Laws of the Fed/State. Will ensure that all information is secured and not released to any other youth program or individual.

#### P. Advertising Yearbook Director

Will be responsible for developing the post book schedule program and Year end "Year book." Obtain the bids from vendors to publish the books, collect information necessary to create the books. Take action shots during the season to place in the books. Coordinate with the

Sponsorship Director and Fundraising Director to obtain per sales on the year books. Solicit the sales of one liner ads for the Yearbook. Present a written deal report on the books to the Board of Directors for approval.

Q. Background Director- Appointed by the President of the League. Not a voting position.

Will be responsible for completing background checks on all volunteers using the Little League approved system. Must conduct the checks in compliance with Little League Baseball INC directions. It does not matter who was checked last year – background checks must be performed on an annual basis on all managers/coaches and anyone who is helping at practices as “practice coaches” including all Board Members, Team Moms/Dads, Scorekeeper, and/or announcer and snack bar workers (if more than one shift.)

To begin conducting background checks, the Background Director will needs in his/her possession a fully completed official “Little League Volunteer Application” along with a copy of a government-issued photo ID, usually a driver’s license, in order for the league to verify that the information on his/her volunteer application is correct, i.e. spelling of name, address, date of birth, etc.

No one will hold a position without a background check being completed. Managers will not be appointed until all backgrounds have been completed and Board approval.

## **ARTICLE V**

### **POWERS OF DIRECTORS**

#### **General Powers of the Directors**

The Board of Directors shall have the management of the business of the League, and subject to the restrictions imposed by law, by the Constitution of the League or by these By-Laws, may exercise all of the powers of the League.

#### **Compensation**

No individual shall receive any salary for his or her service as a director, officer, manager, coach or team parent or for his or her service on any committee. Any individual may be paid to umpire LMLL league games, tournaments or All-star games in accordance to the “LMLL Umpire Fee Schedule”. It is strongly encouraged that Board Members forgo any form of compensation while in service of the La Mirada Little League Board of Directors or Officers of the Corporation

## **ARTICLE VI**

### **NOMINATION AND ELECTION OF THE BOARD OF DIRECTORS**

#### **Nomination and Election Process**

At the General Annual Meeting of this League, held on the 2<sup>nd</sup> Monday in the month of September (or a date to be determined), The Regular Members in attendance must be 1/5 and a motion made to determine the number of Board Positions for the ensuing year. Regular members in attendance shall nominate



individuals who are present and accept the nomination for the Board of Directors for the ensuing year. The Corporate Secretary will post the Names of Nominations accepted on a board. Once nominations are closed the Secretary will issue ballots to all eligible voting members. The Regular members verified on the membership list will receive and sign for one ballot. They will vote for no more than the approved number of positions by the General membership. The ballots will be placed in a box and counted immediately after all votes have been cast. The ballots will be counted by no less than two individuals who are not nominated or currently hold a board position. Each one will tally the ballots individually and pass off to the next person etc. Once all ballots are tallied the three individuals will compare the tallies for accuracy and resolve any disputes immediately. The highest votes received for the number of positions approved will be the selected Board of Directors for the ensuing year. If in the event of a tie a run off ballot will be cast by the Regular members to determine the winner. Individuals will be voted to the Board and not by position.

At the Annual General Meeting, the Secretary will submit the final vote tally report and present the results to the President. The President will announce the results and call for a vote to certify the Election procedures and results.

The New Board of Directors will nominate and vote among themselves on the positions each will hold. The current President if second year or Vice President if second year will chair the nomination and voting process until all positions has been elected. The chair will open the floor for nominations. Once the nomination process has concluded, the Chair will call for a written vote. After all votes have been cast, the Chair will tally the votes in view of the Board of Directors and the results will be announced. The acting Chair will turn the meeting over to the newly elected Board President if odd year.

### **Conflict of Interest**

No Active Member of this League shall be nominated or elected to any office if said person is, or may become during the term of said office, in a position to earn a profit from the monies disbursed by the League. The intent of this By-Law is to prevent persons involved in the supply of uniforms, trophies, insurance, schools of instruction, equipment, food and beverages, or any other materials or service directly or indirectly to the League from becoming an officer of the League. This restriction does not apply to paid Umpires.

## **ARTICLE VIII**

### **COMMITTEES**

The Board of Director may request or have committees to conduct the affairs of the Local League by a Board vote. All committee chairpersons will be a current Board Member of the League. Each committee shall keep regular minutes of their proceedings and report the same to the Board of Directors for approval prior to implementing anything. No committee will have the rights to sign contracts verbal or written on behalf of the Local League without prior approval of the BOD. The following are only types of committees that can be implemented and if they are the committee will adhere to the direction of the listed committee below.

#### **Snack Bar Committee-**

Each team will be responsible for staffing the Snack Bar according to the schedule established by the Snack Bar Manager. A member of the Snack Bar Committee and one of the Board Members on duty shall verify the Snack Bar daily cash total and issue a receipt for that amount

to be attached to the Daily Report before leaving the field and assure that the funds are either taken to the Treasurer or President to be deposited in the bank in a timely manner. The Daily Report shall reflect the names of the individuals who made the deposit. A member of the Committee will be responsible for documenting the attendance and absences of parent volunteers scheduled to work each game day in the Snack Bar.

#### **Auxiliary Committee –**

The Auxiliary Committee shall be responsible for coordinating all personnel for activities, such as the pancake breakfast, pizza night, Angel and/or Dodger night, Casino Night and the Fireworks Stand. The Committee may/shall also be responsible for ordering pictures, trophies and pins, subject to Board approval

#### **Budget & Finance Committee –**

The budget and finance committee shall be comprised of the League Treasurer, Vice President and Secretary. The Budget and Finance committee shall convene prior to the start of each spring and fall season(s) to review and prepare the budget for the coming season. The prepared budget shall be presented to the President for comment and approval prior to being submitted to the Board of Directors for final approval and acceptance.

#### **Official Scorekeeper Chairperson (Non-voting position)**

1. Schedule score keeping training session for all potential volunteers.
2. Monitor scorebooks for accuracy and rules violations each week.
3. Prepare and deliver official standings while providing the League's Webmaster with designated league standings to be posted on the League's website.

## **ARTICLE IX**

### **Registration Fees**

#### **Section 1. Fees.**

Registration fees are based on the financial needs of La Mirada Little League (LMLL) and are determined by the Board of Directors. LMLL shall request annual registration fees and shall publish the fees prior to the date on which player registration occurs. A late registration fee of \$10 per player shall be assessed on all applicants registering after the close of the official league registration date. Additionally, a "non-sufficient funds" (NSF) fee of \$12 shall be assessed on applicants that submit a check or other form of payment that is not honored by the representative financial institution. In consequence, the member player will not be allowed to participate in LMLL activities until the entire debt is paid in full unless the fee is then waived and becomes a partial or full scholarship registration. After the official league registration date has ended, registration fees shall not be refunded unless player can show just cause such as an injury or illness that will prohibit player from participating in Little League or any other League in the then current season. A request for refund shall be in writing, addressed to the Board of Directors and accompanied with a doctor's note.

## **Section 2. Fee Waiver**

It is the policy of La Mirada Little League (LMLL) and Little League Baseball, Inc., that the inability to pay registration fees should not prevent a player from participating in the La Mirada Little League Program. Members who cannot afford to pay registration fees shall notify the President of LMLL and apply for a scholarship. Only 12 scholarships will be granted at the discretion of the President. The President shall treat all such applications confidentially and shall take such steps as necessary to assure that the annual registration fee policy does not keep a player from participating. However, applicants that have their fees waived or reduced will be required to participate in fundraiser activities and volunteer hours, as those responsibilities are not waived

## **Section 3. Additional Mandatory Volunteer Time**

La Mirada Little League (LMLL) may also request additional mandatory volunteer time as determined by the LMLL Board of Directors, for each scholarship granted.

## **Section 4. Members**

**Regular Members** will be voting members who have paid the annual General Membership fees and issued a membership card for the current year. This is non-transferable or refundable. Fee is set at the beginning of the year and a General Membership drive will start on the second Saturday in May up until 2 weeks prior to the General membership meeting when the membership will be closed.

**Honorary Members** shall pay no fees unless they fall into the above class of member. All Honorary members must be Board Approved yearly and issued a membership card.

### **Liability of Members**

No member of this League, either active or otherwise, shall be personally or otherwise liable for any of the debts, liabilities and/or obligations of this League or as otherwise provided by California Law.

### **Term of Membership**

1. The Board of Directors shall have the power to admit by invitation Honorary Members of this League for such period as they may elect, and to renew such invitations at its discretion. Such members shall enjoy privileges and benefits as may be determined by the Board of Directors, except that they shall not vote on any matter before the Board of Directors.
2. The term of membership for all Officers, Board Members and Regular Members shall be from September 1 to August 31<sup>st</sup>.
3. General Membership is from January 1<sup>st</sup> to December 31<sup>st</sup>. Memberships will be valid for one year only and only give voting rights during the General Membership meeting held in May.

### **Termination of Membership**

Any member may terminate his/her membership by written notification to the Secretary of this League. If the Board of Directors finds the conduct of any member or official negligent in the performance of their duties as defined by these By-Laws, managers handbook, or the Parent Code of Conduct, while purposely ignoring the Rules and Regulations of this League, and or Little League Baseball INC., may be suspended by the President and called before the BOD for Disciplinary action up to and including removal. Such action will require a majority vote of the Board of Directors

## **ARTICLE X**

## **MEETINGS**

### **Team Parent Meeting**

A Team Parent meeting for all interested members, participants and guests shall be held prior to the commencement of the playing season. The purpose of the meeting will be to present the forthcoming activities of the League.

### **Special General Meeting**

Special general meetings of the League may be called for the purpose of conducting League business. The Board of Directors may call such meetings. Notice of such meetings shall be announced by the Secretary and posted by the League Information Officer by properly posting said meeting on the league website not less than five (5) days prior to such meeting.

### **Executive Meetings**

1. Regular Meetings - The Board of Directors shall hold regular meetings bi-monthly during the playing season.

2. Special Meeting of the Board of Directors - Special meetings of the Board of Directors may be held as needed. Such meetings shall be called on five (5) days notice or by three-fourths of the members of the Board of Directors. All board members shall be notified of such meetings via the website, email or telephone communication. It is the member's responsibility to notify the league Information Officer as to their current contact information.

### **Closed Session Meetings**

The Board of Directors may conduct a closed session to consider appointment(s), evaluation of performance, discipline or dismissal of a volunteer. With respect to complaints or charges against a volunteer or player brought by another person or another volunteer, the volunteer or player must be notified at least 24 hours in advance of his or her right to be heard by the BOD have the hearing conducted in public.

Any Board Member who has a child on the Team in question or related/dating etc. to the Manager/Coach or volunteer that would have a vested interest should be excused to maintain the Leagues integrity of fairness for all concerned.

## **ARTICLE XI**

## **RULES AND REGULATIONS**

**LM Little League will follow the rules and regulations as stated in the green little league published for the current year. Any and all rule changes made by Little League for the current year will in effect for La Mirada Little League.**

The Division Directors are established to ensure that all of the rules of the game are adhered to by the players, umpires, managers and coaches. This shall provide a mechanism to resolve all disputes concerned with the Playing Rules. This Director shall be responsible to recommend changes to the Playing Rules to the Board of Directors. At no time may any rule be changed that takes away from the Official Little League Play rules and regulations. Any changes to the rules must be in writing and approved by the Charter Committee in Williamsport PA, Little League Inc. before being placed into effect.

### **Manager Approval Process**

Prior to the league try-outs, the President of the League shall submit manager applications that have been screened and cleared background checks. The President reserves the right not to submit names of individuals that would not be in compliance with the Operation of Little League (OPS Manual page 45) for the best interest of the youth program. The Board of Directors will hear all names being submitted for approval for the position of manager per division. Should a member wish to discuss the eligibility of any manager being submitted, they may ask that that application be pulled for discussion. A Board member wishing to discuss a candidate for past performance, written complaints, verbal complaints or filed incident reports may elect to do so prior to approval. Should the Board elect to discuss a candidate's past performance, the board may elect to close the meeting to protect those families and players that may have filed a grievance. Anyone who is related to or living with the person in question or has a child returning to the team the candidate was assigned in the past should excuse themselves for the fair due process.

### **Due Process**

LMLL desires to protect the reputation of any and all volunteers from slanderous and formless accusations as well as protect the League and its members from unacceptable managers and coaches. LMLL has instituted a due process for the rejection or dismissal of any volunteer. It is of paramount concern that all parties be treated fairly and be granted due process when handling grievances.

### **Team Assignment**

Any volunteer receiving approval for the position of team manager may be granted a team based on the availability in the division and the needs of the League. Team assignments in the Major Division will be offered to any Manager "Approved" from the prior year first. If more than one "Approved" Manager puts in for the same team a blind vote will be conducted. Vacated or open teams will be assigned by instituting the following process:

1. Approved managers or coaches with players on a particular team will be given first consideration as long as they are committed to that particular team for the entire season.
2. Approved Managers coming up from the Minor Division or Managers not having players in the program will be awarded the remaining teams by the Board of Directors either by a ballot vote, or the BOD may request an oral interview prior to deciding the disbursement of team assignments.

Any Approved Manager stating he or she will only consider taking certain selected teams shall not be placed before the Board for consideration. In the rare event an Approved Manager is incapable of taking a certain team due to extenuating circumstances, the Board of Directors will replace the individual with the remaining approved Managers/Coaches not assigned. All Appointees must be approved by the Board of Directors upon assignment.

### **Managers/Coaches**

During the draft only the managers from the Division being drafted are permitted in the draft room at the time of player selection. If required by extenuating circumstances, the President may appoint a Coach in the absence of a selected Manager. The Player Agent must be present at all draft selections and will conduct the draft. President and Vice President may be present to assist the Player agent in the paperwork. The draft is confidential and will not be discussed outside the draft. Any Manager or person who discusses the results of the draft in any way may be subject to removal from the position.

Managers and Coaches will be required to sign the Manager/Coach code of conduct and follow all Safety rules. Failure to adhere to the Rules and Regulations of Little League Inc. and LMLL could result in suspension or removal from the program.

#### **Manager/Coach Conduct – Game Behavior**

A. La Mirada Little League has a disciplinary policy regarding any unsportsmanlike behavior or uncontrolled conduct (i.e., foul language, extended arguing with the umpire, and disruption of the game, harassment or verbal abuse towards any player, parent, fan, umpire, manager or coach). If within the judgment of the umpire, unsportsmanlike behavior or uncontrolled conduct by a manager or a coach occurs immediately before or during the game, the situation may result in an immediate ejection from that game. Any manager or coach ejected by an umpire will automatically result in a one-game suspension; the one game does not include the one he gets suspended from. If the manager or coach is suspended at any period prior to or during the game he must not only leave the field of play but the ballpark.

B. If a manager or coach is ejected from a game, the individual(s) will be suspended for the next game in which their team plays. In addition to the one-game ejection, the manager or coach may be subject to further disciplinary action by the LMLL Board depending on the severity of the infraction.

**In all cases of ejection, the LMLL Board will review the behavior of all parties involved (managers, coaches and umpires) and determined if serious misconduct has occurred. Upon such review by the board, additional disciplinary action may be enforced. Such disciplinary action may include, but not be limited to suspension for additional games and possible dismissal from their position or removal from the League**

C. Yelling that interferes with the play of any player, verbal abuse of any player, or verbal abuse of an umpire is not permitted and is grounds for immediate suspension.

D. No manager or coach shall touch, strike, shove or threaten an umpire, player, spectator or official of the league. Any such occurrence shall result in the immediate suspension of the offending party, and immediate removal from the league. In these instances, the Director on Duty shall contact the Local Authorities, (Los Angeles County Sheriff), and file a report; charges may be filed against the person(s) involved

E. No manager or coach shall subject a player to verbal or physical sexual behavior as outlined by the current year's official Little League Operating Manual (pp. 19-20 in 2008 edition). No manager or coach shall discuss obscene or offensive material with any player. Any such occurrence shall result in the immediate suspension of the offending party. In these instances, the Director on Duty is required to submit a report of the incident in writing to the League President and Division Director for the affected division. The offending party shall remain suspended, pending a review and recommendation by the LMLL Board of Directors.

- F. Each Manager in LMLL will be required to sign a Code of Conduct form; this shall serve as the warning for conduct during anytime said Manager is representing the LMLL in any capacity.

**In instances where alleged conduct may be criminal in nature, the League shall take whatever steps are necessary to preserve the rights of individuals involved while immediately contacting the proper authorities. ( LA County Sheriff ) appropriate legal counsel. District 29 and, if necessary, Little League International.**

### **Role and Formation of Disciplinary Review Committee.**

In some circumstances, complaints about managers or coaches may require disciplinary action from the League. A Disciplinary Review Committee composed of at a minimum the League President, Vice-President, Umpire Consultant, Player Agent, and Division Coordinator of the affected division, shall be formed immediately following a complaint. To facilitate the timeliness of disciplinary actions, the committee shall meet to review disciplinary issues. Follow the La Mirada Little League's Constitution Criteria for Emergency/Special Meetings.

1. Complaints (i.e., breach of conduct during the season) or negative evaluations may necessitate inquiries to other parents, coaches, or league officials, but such complaints shall not be given credence unless confirmed by secondary sources. Complaints or negative evaluations about managers or coaches shall be in writing and must be filed with the League within 30 days of the end of the season.

Complaints filed beyond 90 days will be considered "old" and will not be entertained without a majority vote of all voting Board members. (A majority of those present is not sufficient. The vote must be a majority of all voting members.) The League President may brief the Board of the general nature of the complaint and may respond to general questions but Board members shall not debate the merits of the "old" complaint.

### **Procedural Issues.**

Upon formation of a Disciplinary Review Committee, the Division Coordinator shall contact the individual(s) under review within 72 hours. Upon request of the individual(s), the Committee shall provide a copy of the alleged complaint. The individual(s) shall be given an opportunity to review and respond in writing and/or in person to the Disciplinary Review Committee before the matter is discussed openly by the full Board.

Upon request, the Committee shall make available to the individual(s), information or documents related to the alleged offense. Individual(s), against who the alleged complaint has been filed, may be reprimanded or disciplined only after proper notification and the Disciplinary Review Committee has made their review.

Reasonable attempts should be made by the Committee to contact the individual(s) involved in the alleged offense. If the League has not received a response from the individual(s) within seven (7) days of being notified that a complaint is pending, the Committee may make a disciplinary recommendation to the full Board for action at the Emergency/Special Board Meeting.

After careful deliberation of the alleged infraction and after individuals (s) have been notified, a preliminary recommendation of the discipline action shall be made by the Disciplinary Review Committee and presented to the individual(s). The individual(s) shall have the right to appear at the next Board meeting for the purpose of appealing the committee's recommendation to the Board.

In all cases where the Disciplinary Review Committee has determined the individual(s) is to be removed from the position of manager or coach, or if it is deemed necessary to remove the individual(s) from the League entirely, a motion shall be made to that effect, and the full Board (those eligible to vote) must vote on the decision. Upon the unanimous recommendation to remove a manager or coach from his position by the Disciplinary Review Committee, a majority vote of eligible voters on the Board is sufficient. Upon recommendations by the Disciplinary Review Committee that are not unanimous, the removal of any coach or manager shall require a two-thirds vote of the voting-eligible Board members, or quorum present.

### **Notification.**

Upon receiving a Disciplinary Review Committee recommendation, the League shall provide an immediate notice to all voting Board members and the individual(s) that a disciplinary action will appear on the Board's agenda.

In those circumstances, Board members shall be notified by phone or email that the disciplinary item will appear on the agenda. The league shall make every effort to treat all parties involved with respect, and a sense of fairness, and make every effort to ensure that the disciplinary process is not being used for purposes of tarnishing the reputation of another individual for personal gain.

### **Proper Record-Keeping.**

A manager or coach under disciplinary review may respond in writing to a complaint and the League shall attach such response to the League's documentation and original complaint. The League shall maintain complaints on file.

### **Annual Evaluations.**

Managers and coaches may be evaluated annually near the end of the season. Coordinators and Player-agents shall conduct a League sanctioned manager/coach evaluation to be completed near or at the end of each season. Such evaluations should be completed and delivered to the League President within 5-days of the season terminating, for the purpose of possible Manager/Coach Positions the following Year.

### **Evaluations: Preparing for the Next Season.**

In determining the appropriateness of managers and coaches, LMLL Board shall review complaints and evaluations from the past season only. However, in unique circumstances that require the League to determine the historical behavior of a manager or coach, the Manager/Coach Selection Committee may review prior seasons for evaluations and complaints but only upon the review and recommendation of the Disciplinary Review Committee, if one had to be formed for a certain circumstance.



## **Players Selection**

### **Section 1. Player Age and Division Breakout**

All ages will be determined for the 2020 season by the 2020 Little League Age Chart

Tiny T Ball: League Age 4, 5

Super T Ball: League Age 5, 6, 7

Minor C: League Age 7, 8

Minor B: League Age 7 \*\*, 8, 9

Minor A: League Age 8\*\*, 9\*\*, 10, 11

Majors: League Age 9\*\*, 10\*\*, 11, 12 \*\*\* (9 and 10 yr olds only if numbers allow per the Player Agent)

Juniors: League Age 12\*\*, 13, 14 (\*\*Little League swing age)

Seniors: 14\*\*, 15, 16 year olds (\*\* Little League swing age)

All League Age Players with \*\* beside them must meet certain criteria to play up to that age division including but not limited to playing experience, League Age, sign up numbers and availability and will be determined by the Player Agent.

### **Player Draft Age/Selection.**

La Mirada Little League's Player Selection

- A. All Players who are League age 7\*\*- 14 and not a property player will try out to be in the draft pool.
- B. As players become age ineligible for a specific division and move up, they re-enter the draft pool in the new division unless they are a property player in the Major Division.
- C. Player selection to T-Ball teams shall be made by the T-Ball Player Agent. No draft will be conducted to these training levels.

### **Roster Limit.**

Unless otherwise provided by these rules, no team shall be permitted to carry more than twelve (12) players during the regular season. However, in the event that the total number of eligible players in the league will require player expansion and thereby exceed the twelve-player rule, the LMLL Board of Directors shall make a determination as to player expansion for all teams. This will not include Tee Ball, Minor C and Minor B. These divisions will carry no less than 9 players but not more than 13.

Pool Play will be in effect and done via the Player Agent and the Division Director. All Pool Players will be a sub player playing 3 and 1 and they will not pitch nor play all 6 innings while a player from the team sits the bench.

### **PLAYER DRAFT**

La Mirada will use the Draft option plan A in all division Minor A and above. Tee Ball will be set by the t-ball player agent. Each and every Draft will be operated per the requirements stipulated by Little League International and presented in the Little League Operating Manual for the year in which the draft is taking place.

Expansion of teams in any Returning Player Programs shall be conducted in accordance with the Operating Manual of Little League Baseball. If the number of teams in any Returning Player Program is to be reduced, the Board of Directors will decide which team(s) will be eliminated from the division. All returning program players affected must be reassigned by a preliminary draft (reverse finishing order of previous year) to other returning program teams prior to the regular player draft involving new candidates. Once the preliminary draft is complete, the regular player draft starts over in the reverse order of finish, without regard to the last team to pick in the preliminary draft.

Any player age 12 must sign up and tryout prior to the draft. No late sign-ups will be accepted on 12 year old players after the draft of the Major division unless they choose to play in the Junior program and qualify to do so as per Little League Rules and Regulations.

### **PLAYER REPLACEMENT**

Player replacement shall be handled in accordance with Little League regulations. The Player Agent shall conduct, or cause to be conducted, any and all procedures for the purpose of trading, picking up or optioning players. Any such options, trades or pickups must be approved by the Player Agent. If a Player refuses to draft up after being drafted or picked up, the following 2 scenarios will occur: 1. The player loses his/her eligibility to play on any other upper division team for the remainder of the year.

**and**

2. The player will be transferred to the team that promoted a player to fill his/her spot on the team calling for a new player. If the player refuses the player will not be a candidate for any League/TOC tournament play.

### **Scheduling.**

Game Schedules will be posted 2 weeks before Opening Day Ceremonies. Schedules will be completed by President, Vice President, and Division Directors. All Teams will play no less than a 12 game season. Tee Ball will play as fields and time is available.

Interleague play- The Committee will complete the schedule during the interleague meeting based on field availability.

### **Suspended Games and Tie Games.**

Suspended Games and tie games shall be re-scheduled by the LMLL Board of Directors if 5 innings in Juniors, 4 innings in Majors and Minors and 3 innings were not completed. They will be rescheduled according to first available time or as needed.

### **Bad Weather Days.**

LMLL will take into consideration of each respective division to reschedule any cancelled or bad weather games at the first available opportunity.

- A. Bad weather games that have an impact on the winner of the respective divisions must be played, and will be rescheduled to the end of the regular season schedule or the first open date that LMLL can provide.
- B. Teams without nine (9) players on the date of the rescheduled game must use pool players to complete.
- C. Every attempt should be made to reschedule bad weather games regardless of their bearing on the standings but note that the Major and Minor A Divisions are given first priority.

### **Open Dates.**

It is the desire of the LMLL Board to include some open dates in the regular season schedule to accommodate bad weather days.

### **Junior and Major Division Game Time.**

There shall be no time limit for Juniors and Major division games, except for Saturday games, when one game immediately follows another. In those circumstances, the games are subject to a two-hour time limit with 5 inning minimum for Juniors and 4 inning minimum for Majors. No new innings shall begin after two hours. All other Junior and Major division games shall be played to completion, (7 completed innings for Juniors and 6 completed innings for Majors) unless called due to dangerous playing conditions (i.e., bad weather, lightning, broken sprinklers, field condition), as determined by the umpire whereupon a game shall be suspended and resumed from the exact point at which it was stopped. The home scorekeeper will log the official starting time.

Inter- league rules will override the game time limits.

### **Time Limits**

Minor A games shall be subject to a 1 hour 50 minute time limit, with no new inning starting after 1 hour and 50 minutes with a minimum of 4 innings played by Minor A and a minimum of 3 innings played by Minor B and Minor C. Tiny T-Ball and Super T-Ball games shall be limited to one hour and fifteen (15) minutes. No new inning shall start after 1 hour and 15 minutes. There is no minimum inning play requirement for Tiny/Super T-Ball; if the Game is called due to any circumstance it does not have to be rescheduled. **Local League Rules will override the game time limits stated here.**

### **Official Game Time.**

The home scorekeeper will log the official starting time for each game and confirm with the umpire. An inning begins when the third out of the previous inning is made; however, no inning may start after the official game time has lapsed for each respective division. Once an inning

begins, it shall be played to conclusion unless called due to darkness according to the Official Sunset Schedule or for dangerous playing conditions (i.e., bad weather, lightning, broken sprinklers, field condition), as determined by the umpire and or safety officer, whereupon a game shall be suspended and resumed from the exact point at which it was stopped. The home scorekeeper will log the official starting time.

## **Playing Rules.**

### **Official Rules**

A copy of the Official Regulations and Playing Rules (Green Book) and a copy of our Local League Rules, shall be provided to each Manager prior to the first game of the regular season upon his signing the Managers Code of Conduct

### **Division Champions.**

- A. In the Junior, Major, and Minor division(s), the season shall end after a Division Champion has been named based on the best overall performance.
- B. Tiny T and Super T-Ball should not keep score, have standings, or do division play-off games at the end of the season. Qualifying teams for the Majors, Minor A, Minor B and Minor C will play in a special games tournament known as the "Presidents Cup" at the end of the season. They will play by regular season Little League rules.

### **Tie Breaker.**

- A. A one-game playoff for the Majors, Minor A and Minor B divisions will be the determining factor in the event of a Tie Breaker.
- B. The La Mirada Little League Tournament Play-Off games cannot end in a tie. The teams will play completed innings until one team is declared a winner.
- C. There are no time limits in LMLL Play-Off Games.

### **Special Rules.**

- A. Each player in T-Ball must play a different defensive position at least every other inning. These divisions must play at least 9 players on the field and each team will play standard baseball positions. All Teams in these divisions will bat their roster that is present at Game Time unless there is a safety issue.
- B. The drop third strike will be in effect for the Major and Minor A Divisions.
- C. **Pitching.**

1. All Pitching Rules VI a-j in the Little League Rule Book including notes shall be observed.

**D. Hitting.**

1. If a player arrives late, but is not placed on the original line-up card, that player shall be placed at the end of the line-up. This is applicable in ALL Minor and below Divisions.

**E. Ten-Run Rule**

Per Little League Rule 4.10 (e), Note 2, La Mirada Little League chooses the application of this rule in the Major, Minor A and Minor B Divisions.

**Field Decorum and Park Regulation.**

**Section 1. Field Decorum.**

The actions of players, managers, coaches, umpires scorekeepers and officials of La Mirada Little League must be above reproach.

- A. Only the following persons are allowed on the field during the games. (1) Players, (2) Managers, (3) Coaches, (4) Umpires
- B. No more than three (3) adults shall be allowed in the dugout area or inside the fence behind the backstop. Each adult must be a registered Manager, Coach or Team Volunteer that has on a badge indicating the Background check has been completed and cleared.
- C. Scorekeepers must remain outside the fence at all times. The Official Scorekeeper for the game must sit near the playing field backstop to keep contact with the Umpire.
- D. Except for the batter, base runners, base coaches and defensive players, all players and coaches are to remain in their dugout(s) during play.
- E. Smoking or the use of any tobacco products, consumption of alcohol and swearing is prohibited. No Manager, Coach or Umpire shall be allowed to use tobacco products or consume alcoholic beverages on or near the field of play. Additionally, all forms of tobacco and alcohol are banned from the dugout and the playing area and swearing shall not be allowed. Any violation of these rules, or those contained in Official Playing Rules 4.06-4.08 is to be enforced by ejection from the game.
- F. Managers and Coaches shall discourage players from unison chanting or intimidation of opposing batters and the pitcher.
- G. Players will not be allowed to warm-up against or near buildings and buildings are not to be used as backstops.

**Section 2. Park Regulations**

La Mirada Little League families must conduct themselves with dignity and courtesy toward each other and the neighbors living near the ball fields. As a condition to a player's participation in La Mirada Little League, each parent or guardian shall agree to honor a basic common sense "Good Neighbor" policy.

A. They shall park their vehicles during games so as not to interfere with the ingress or egress of any neighborhood driveway, sidewalk or fire hydrant.

B. They shall leave the neighborhood in clean condition upon completion of each game and prior to departure.

C. The sidewalks, fences, refuse piles and surrounding areas shall not be used for the dumping of trash or the cleaning of cleats.

D. Under no circumstances shall any side-yard, fence or outdoor shrubbery be used as a substitute for a bathroom.

E. There shall be no confrontations of any kind at any time with the neighbors living near the ball field.

F. All reasonable requests pertaining to the parking of vehicles in the neighborhood shall be immediately honored in favor of the residents.

#### **ALL STAR MANAGER DETERMINATION**

The Manager's from the first place teams of the current season in the Minor A Division, Junior Division and the first and second place teams from the Major Division will be awarded the All Star Manager Positions as follows: The first place Manager from Minor A will be awarded the 9/10 Year All Star Team. The first place Manager from the Major Division will have his/her choice of either the 10/11 All Star Team or the 11/12 All Star Team. The second place Manager from the Major Division will be awarded the remaining team. Should the First Place Manager decline a team, the Second Place Manager shall have the first choice of the two teams and the next Manager with the best winning record shall be awarded the remaining team, and so on. The first place Manager from the Junior Division shall be awarded the Junior All Star Team. Should any Manager decline their respective position, the next Manager with the best winning record will be granted an opportunity to manage their respective All Star Team. Each All Star Manager (9/10, 10/11, 11/12 and Junior) shall select their coaching staff from their respective divisions. They must have been an approved Manager or Coach within that division for the current season.

#### **ALL STAR PLAYER SELECTION**

All Star Players will be selected in accordance with the Little League recommended method of player selection voting in the Operating manual. All players and managers will vote. Players and managers will vote before the last regular scheduled game. The ballots will be prepared by the Player Agent who will conduct the voting process. The Ballots will be sealed in the envelope and signed on the seal by the Team's Manager. The envelope will be held by the Player Agent to be tallied once all teams have voted. The President will open the sign sealed envelopes in front of the Secretary (or other designated Board Member) and Player Agent and the ballots will be counted. The candidates with the highest number of votes will be selected to fill the 12 player roster team.

The Player ballots will be counted first and the top four (4) names if qualified will be Candidates. The Managers votes will be counted next and the top six (6) players will become Candidates as long as they are not already a Candidate by the Players top four votes. The Manager will have two (2) player picks of choice to complete the roster of any qualified players remaining after all ballots are counted and the top 10 have been selected. No team will carry less than 12 players for any reason without Board approval.

Should a Candidate decline to accept the selection, the All Star Manager shall select the replacement player from the list of qualified Candidates and he/she will be called upon to join the team. If a player quits an All-Star team before it has completed playing all of the games for the tournament, the Manager must notify the President and Player Agent immediately of the incident. The Player Agent will confirm the player's status and if they have quit they will be replaced and the All Star Manager will select another player from the list of qualified Candidates until the vacancy is filled. All players selected to an All-Star team of his/her respective division must have a certified birth certificate and 3 proofs of residency from Feb 1<sup>st</sup> of the prior year to Feb 1<sup>st</sup> of the current year and played in 60% of the regular season games. Acceptance and proof must be received prior to being listed on the All Star Affidavit. The Affidavits will be completed by the Player Agent along with collection of all documents necessary. Together with the President, a review of all paperwork required will be verified prior to the verification by the District. The Player Agent will take all paperwork to the District 29 meeting for certification process. Once approved, the managers will receive the documents for tournament play. Managers will return the documents to the Player Agent at the end of tournament play.

The All-Star meetings for 9-10's, 10-11's, Majors, Junior and Senior Divisions shall be limited in attendance to the Manager, Coaches, President, League Vice President, Division Director and Player Agent.

## **ARTICLE XII**

### **Financial Policy**

#### **Section 1. Expenditures.**

The La Mirada Little League Board of Directors are required to approve all expenditures before the purchase is made. All purchases must be paid by a LMLL league check and must have a receipt to attach to the concealed check. All receipts will be turned in to the Treasurer immediately. Any unapproved purchase will not be paid.

#### **Section 2. Budget.**

At the beginning of each season, the LMLL Treasurer and President shall form a Purposed Budget for the upcoming season for expenditures during the season. This purposed budget shall be submitted for approval at the December Board meeting. Any additional unbudgeted expenditure in excess of \$100 that is incurred during the season shall be submitted to and will require approval before payment by a majority of the LMLL Board of Directors that are present at the meeting, if needed a Special Meeting as per LMLL Constitution shall be called.

#### **Section 3. Donations**

This League may accepts gifts, legacies, donations and/or contributions and in any amount and in any form, upon such terms and conditions as may be decided by the Board of Directors on an

individual basis .All Donations of any type must become part of the general account of the league. No one league will benefit from anyone donation.

## **ARTICLE XIII**

### **FISCAL YEAR**

The fiscal year shall be September 30<sup>th</sup> to October 1<sup>st</sup>.

The New BOD will take position at the monthly September meeting to turn over all necessary documents and information.

## **ARTICLE XIV**

### **MISCELLANEOUS PROVISIONS`**

#### **Checks, Drafts, Notes**

The Treasurer and President shall sign all checks, drafts or other orders for payment of money, notes or other evidences of indebtedness issued in the name of the League for all debts of the League in excess of \$100.00. The Board of Directors must approve all expenses during the monthly board meeting prior to being purchased. Board Members that incur costs in excess of \$50.00 due to urgent League/League needs must have approval from the President and Treasure prior to incurring such debit.

#### **Notice and Waiver of Notice**

Whenever any notice is required by these By-Laws to be given, personal notice is not meant unless expressly so stated. Any notice so required shall be deemed to be sufficient if given by depositing the same in a post office box in a sealed postpaid wrapper, addressed to the person entitled thereto at his last known post office address. Such notice shall be deemed to have been given on the day of such mailing; or any notice so required shall be deemed to be sufficient if given as notice in the League Newsletter or as notice publicity or privately owned newspapers. The collective distribution of which encompasses at least the total of all LMLL areas not notified by some other means of the meeting. Such notice shall be deemed to have been given on the day of such distribution of either the newsletter or newspapers. Any notice required to be given under these By-Laws may be waived by the person entitled thereto. Members not entitled to vote shall not be entitled to receive notice of any meetings except as otherwise provided by statute.

#### **Construction**

As used in these By-Laws:

1. The present tense includes the past and future tenses, and the future tense includes the present.
2. The masculine gender includes the feminine and neuter.
3. The singular number includes the plural, and the plural includes the singular.
4. The word "shall" is mandatory and the word "may" is permissive.

## **ARTICLE XV**

### **AMENDMENTS TO BY-LAWS**

Amendments to these By-Laws shall be made prior to the start of the current regular season with Board of Directors approval. No playing rules will be changed once the first game of



the regular season has occurred unless due to safety concerns or issues or as recommended by District 29 and/or Little League International.

1. Proposals for amendment may be submitted by:
  - a. A majority vote of the Board of Directors. A quorum or a majority of the Board of Directors will need to be present before any considerations will be given.