

# **BYLAWS 2026**

## **TABLE OF CONTENTS**

- 1. Objective/Introduction**
- 2. Membership Fees**
- 3. Insurance**
- 4. Player Registration**
  - A.Player Registration Fees**
- 5. Player Divisions**
- 6. Selection of Managers/Coaches**
  - A.Manager/Coach Volunteer Information**
  - B.Sportsmanship & Role Modeling**
  - C.Zero Tolerance Policy**
  - D.Managers and Coaches Safety Meeting ( Mandatory)**
  - E. Concussion & Cardiac Arrest Training**
- 7.Player Assessment**
  - A.Skill Assessment**
  - B.Draft**
- 8.Safety**
- 9.Equipment and Uniforms**
- 10.Practice/Playing Fields**
  - A.Practice**
- 11.Game Scheduling**
- 12.Training for League Operations Prior To Start Of Season**
- 13.Lead Board Member On Duty (LBMOD)**
  - A.Responsibilities**
  - B.Rivalry Game Oversight**
  - C.Game Day Operations**
- 14.Opening Ceremonies (Optional)**
  - A.Team Photos**
  - B.Family Fun Day (Optional)**
- 15.Closing Ceremony**
- 16.Division Standings**
- 17.ALL-STAR Manager/Coaches Selection**
- 18.ALL-STAR Player Selection**
- 19.Other ALL-STAR Procedures (Optional)**
- 20.Volunteer Appreciation Activity (Optional)**
- 21.Operation of Website/Social Media**
- 22. Local Game Rules**
- 23.Protest ( Minors Coach Pitch & Above Divisions Only)**
- 24.Parent/Guardian Code of Conduct & Volunteer Expectations**
- 25.Sponsorships & Fundraising**
- 26. Disciplinary Authority**
- 27. Good Standing of Board of Directors**
- 28.Board of Directors Meeting**



## **SANTA FE LITTLE LEAGUE BYLAWS:**

League ID #: 043101-10

Last Amended: \_\_\_\_\_

### **1. OBJECTIVE/INTRODUCTION**

These bylaws serve as the foundational governance framework for Santa Fe Little League (SFLL). They establish the rules, procedures, and standards for league operations, ensuring fairness, safety, and community engagement. Operating under the authority of Little League Baseball Incorporated, they are designed to complement its regulations. All Player Members, Regular Members, and Board of Directors (Board) are expected to adhere to these bylaws to maintain the integrity and spirit of the league. The bylaws are subject to annual review, renewal, and adoption by the Board to reflect evolving needs and compliance requirements.

### **2. MEMBERSHIP FEES:**

There will be no membership fees for non-player members.

#### **NO DUES**

### **3. INSURANCE:**

The League will apply for Liability and Accident the standard insurance from Little League International each year. The league will apply for protection from theft (crime insurance policy).

SFLL Registered Players, as well as adults who serve as managers (maximum of 1 per team), coaches (maximum of 2 per team), and cleared volunteers who assist with practices and have been approved by the Board. Board members on duty or serving in their official capacity, volunteer unpaid umpires, official scorekeepers, Player Agents and Safety Officers are covered by Little League standard accident insurance. This insurance covers eligible participants while traveling directly, without delay, to and from the field as well as during practice sessions and games, as well as other authorized league activities. Accident insurance coverage does not begin until after the league has submitted its charter and insurance application for the season.

### **4. PLAYER REGISTRATION:**

SFLL at the direction of the Board of Directors may elect to conduct an early player registration period any time after the fiscal year begins on October 1 and before the regular player registration takes place.

A regular player registration period online and in person will be held January through February. The Board will decide all registration dates at least a month before registration and will be advertised in the community (i.e. in newspaper social media pages announcements, street signs, and on the league website) as soon as possible. To encourage registration during the two week early registration period the Board may choose to discount the player registration fee.

While it is a general rule that no child that meets all registration requirements will be turned away from participating in SFLL, the Board reserves the right to make exceptions due to extenuating circumstances. A majority vote by the Board will be needed to deny a player's registration.

No child will be turned away because of an inability to pay a fee. In a case where the guardian(s) cannot pay the required fees.

#### **A. PLAYER REGISTRATION FEES:**

Based on the recommendation of the Treasurer and the Finance and Fundraising Committee, and with Board majority approval, the registration for Spring 2026 season are as follows:

\$120 base fee per player for early registration period (Two week time frame in the beginning of January)

\$130 base fee per player for late registration period (remaining registration until February 18)

\$10 off sibling discount per sibling

Additional fee may be charged for Credit/Debit Card payments.

The Board also approved that a portion of the registration fee (\$40) shall be allocated for purchase of player jerseys and hats or visors for the registering player. determined that]

#### **5. PLAYER DIVISIONS:**

##### **Baseball**

- **Intermediate (50/70):** League age 12–13; with waivers for 11-year-olds
- **Major Division:** League age 9–12; with **mandatory** assessments and no waivers
- **Minors Player Pitch:** League age 8–10; with waivers for 7 and 11-year-olds
- **Minors Coach Pitch:** League age 6–8; with waivers for 5- and 9-year-olds- 1 year T-Ball required.
- **Tee Ball:** League age 4–6; with waivers permitted for 7-year-olds

##### **Softball**

- **Major Division:** League age 9–12; League age 9 must be evaluated and approved. League Age 10-11 may be placed in Minors based on evaluation.
- **Minor Player Pitch:** League age 9–11; League age 8 and 12 must be evaluated and approved. League age 10 - 11 may be placed in Minors based on evaluations.
- **Minor Coach Pitch:** League age 6–9; with waivers for 5 year-olds who have had at least one

season of T-ball. League age 9 may be evaluated for Minors Player Pitch

Player assignment, waivers, and all-star eligibility shall follow Board-approved policies.

Players shall be notified of team placement according to operational procedures.

## **6. SELECTION OF MANAGERS/COACHES/BACKGROUND CHECKS:**

The Board, by majority vote, must approve each Manager no less than 7 days before any drafting of players, and only after the Manager has submitted a completed volunteer application form, and passed a background check.

In the event that an applicant's background check has been flagged, the President, Safety Officer, and the Player Agent shall review any flagged background check and report to the Board their recommendation on whether to proceed with the person as a manager or coach, consistent with the background check requirements of Little League International. In no case may the President, Safety Officer, and the Player Agent recommend approval or the Board approve, of an individual's background check that reveals any of the following offenses:

- a) Any charge, conviction, no contest plea or guilty plea, or admission to *any crime involving or against a minor, commission of felony while in possession in a deadly weapon, or a felony domestic violence conviction involving strangulation of intimate partner or spouse*;
- b) An individual is listed on either of the U.S. Center for SafeSport's Centralized Disciplinary Database and/or Little League International Ineligible List.
- c) If an individual has any charge, conviction, no contest plea or guilty plea, or admission to any crimes that are considered sexual in nature or listed on the National Sex Offender Registry, they must contact the Security Manager at Little League International (570-326-1921) before appointing the individual as a volunteer to participate in any capacity in the league.
- d) If an individual involved with a league, or any activity of the Little League program, is under investigation for any type of child abuse, or has a pending charge against, or involving, a minor, they must be suspended until the outcome of the investigation or pending charges are complete and the allegations are resolved.
- e) Failure to obtain required background check clearance shall result in ineligibility to participate in league activities. Child safety is the League's highest priority

In the event not enough Managers are available to be appointed prior to the draft it should be the responsibility of a Board member to draft on behalf of the vacant Manager.

The manager of each team may nominate up to two coaches. However, prior to any Coach engaging with a player(s), they must be approved by the Board. Prior to consideration by the Board, a nominee shall:

- Complete and submit a volunteer application form
- Take and pass all required training
- Pass a background check

Managers and Coaches must attend a SFLL sponsored rules training prior to the first game. Certification by the Chief Umpire of the manager or coach's attendance at rules training is required before that individual is allowed on the playing field in a coaching role during scheduled games.

Additional coaches may assist with practices, provided they have also submitted a completed volunteer application form and passed a background check, Regulation 1 (C), to require all individuals who complete the volunteer application to complete the . But they will not be recognized as an official coach on the team roster submitted to Little League Baseball Incorporated, nor will they be eligible to be a manager or coach for an all-star team.

## **A. MANAGER/COACH AND VOLUNTEER INFORMATION:**

[Additional requirements may be developed by any appropriate committee and approved by the board, provided the committee submits in writing any proposal to the Board at least seven (7) days in advance.]

All managers, coaches, board members, and volunteers must pass a background check as a condition of service in SFLL. before serving in those capacities. Consistent with the requirements of Little League International, any person whose background check reveals any of the following identified items is prohibited from serving or volunteering in any capacity with SFLL:

- a) Any charge, conviction, no contest plea or guilty plea, or admission to *any crime involving or against a minor, commission of felony while in possession in a deadly weapon, or a felony domestic violence conviction involving strangulation of intimate partner or spouse;*
- b) An individual is listed on either of the U.S. Center for SafeSport's Centralized Disciplinary Database and/or Little League International Ineligible List.
- c) If an individual has any charge, conviction, no contest plea or guilty plea, or admission to any crimes that are considered sexual in nature or listed on the National Sex Offender Registry, they must contact the Security Manager at Little League International (570-326-1921) before appointing the individual as a volunteer to participate in any capacity in the league.

If SFLL learns that an individual involved with a league, or any activity of the Little League program, is under investigation for any type of child abuse, or has a pending charge against, or involving, a minor, that person shall be suspended until the outcome of the investigation or pending charges are complete and the allegations are resolved.

Managers and coaches will abide by the rules of the Little League Code of Conduct.

All Managers, Coaches, and Volunteers of SFLL are expected to serve as positive role models, upholding the highest standards of sportsmanship, safety, and youth development to maintain a safe, respectful, and enjoyable environment for all children. Those who violate these rules will face disciplinary actions as determined by the Board of Directors. It is possible for a coach or manager to be removed after the first offense.

Each Manager, Coach and Volunteer(s) will be responsible for the following:

- SFLL shall comply with Little League International Rule 1.10 regarding approved bats.
- All bats used in any SFLL activity must meet current Little League standards.
- Any illegal or non-compliant bat shall be removed from play.

## **B.a SPORTSMANSHIP & ROLE MODELING**

1. Be a positive role model for every child by showing respect, courtesy, and good sportsmanship at all games, practices, meetings, and league activities.
2. Demonstrate positive support for **all players, coaches, officials, parents, and spectators**, regardless of team affiliation.
3. Respect all coaches, umpires, and spectators
4. Do not engage in unsportsmanlike conduct, including but not limited to:
  - Booing, taunting, or intimidating behavior
  - Profane or abusive language or gestures
  - Refusing to shake hands or show basic courtesy
5. Never ridicule, shame, or yell at any player/volunteer for making mistakes or losing a game.
6. Emphasize **skill development, teamwork, effort, and improvement** over winning.
7. Teach players to play by the rules and to resolve conflicts without hostility or violence.
8. Unless you are an official coach of the team, refrain from coaching from the stands and only offer positive encouragement.

## **B.b Player Safety & Welfare**

9. The **safety of players is the highest priority** at all times.
10. Promote and maintain an environment free from drugs, tobacco, alcohol, and vaping at all Little League events.
11. Ensure all players meet **minimum playing requirements** as defined by Little League and SFL rules.
12. Have **medical release forms readily available** at all games, practices, and team activities.
13. Take proper care of all league equipment and uniforms.
14. Promptly return all equipment in good condition to the designated Board Member at the end of the season.
15. No team shall use electronic communication equipment, including walkie-talkies, cellular telephones, etc., for any communication with on-field personnel, including those in the dugout, bullpen, or field.

## **B.c Coaching & Instruction Responsibilities**

15. Teach and reinforce the **fundamentals of baseball/softball** appropriate to the division level.

16. Become familiar with the **Little League Rulebook**, **Local League Rules**, and their intent.
17. Do not allow winning to become more important than the development and enjoyment of each player.
18. Instill the **Little League philosophy** of character, courage, and loyalty.

## **B.d Team & League Operations**

19. Provide or assist with: Preparing the field prior to games and leaning up fields, dugouts, and bleacher areas after games.
20. When designated as the home team, ensure an **official scorekeeper** is provided and follows Official Score Reporting and Verification policy.
21. Participate in league functions including fundraising activities.
22. Be responsible for your own behavior at all league activities.
23. Abide by all **Little League International** and **Santa Fe Little League Rules and Regulations**.
24. Remember to **have fun** and help make Little League an enjoyable experience for everyone.

## **B.e Parent Communication & Team Organization**

Managers and Coaches shall provide the following information to parents, preferably at a **team meeting prior to the start of practices**:

25. Practice locations, dates, and times (to the extent known).
26. Game-day procedures and expectations.
27. Team goals and coaching philosophy.
28. Team discipline methods and league rules regarding player and parent conduct.
29. Minimum playing time requirements.
30. Pitching rules (Player Pitch divisions and above).
31. Team game schedules.
32. Assignment of team parent responsibilities.
33. Name, email address, and phone number of the League Player Agent(s).
34. Explanation of parent conduct expectations, including behavior at games.

35. Overview of Little League insurance coverage.
36. General rules for the team's division.
37. All-Stars and tournament procedures (Minors Player Pitch and above)

## **Acknowledgment**

All Managers, Coaches, and Volunteers are expected to understand, support, and comply with this Responsibilities & Code of Conduct as a condition of participation in Santa Fe Little League.

## **C. ZERO TOLERANCE POLICY**

### **A. Purpose**

Santa Fe Little League (SFL) emphasizes sportsmanship, self-control, and personal responsibility over competition. All participants share a responsibility to model these values. Unsportsmanlike conduct at any game, practice, or league activity is subject to disciplinary action.

### **B. Applicability**

This policy applies to board members, players, managers, coaches, volunteers, parent or guardian, and spectators.

### **C. General Enforcement Authority**

The Disciplinary Committee may investigate violations and recommend disciplinary action to the Board of Directors, which has authority to discipline, suspend, or remove any board members, players, managers, coaches, volunteers, parent or guardian, and spectators.

### **D. Players**

Unsportsmanlike conduct by a player, including profanity, fighting, or bullying, may result in ejection and/or suspension. Repeated or severe violations may require review by the Disciplinary Committee prior to continued participation. SFL reserves the right to immediately remove a player when warranted by the severity of the conduct.

### **E. Managers, Coaches, Board Members, and Adult Volunteers**

Unsportsmanlike conduct by any manager, coach, board member, or adult volunteer may result in ejection, suspension, or removal. An ejected manager or coach must immediately leave the game site in accordance with Little League Rule 4.07 and may be subject to further discipline, including suspension, removal from league activities, or disqualification from postseason participation. Repeated or severe violations may result in expulsion for the remainder of the season.

### **F. Spectators**

Spectators who violate the SFL Code of Conduct may be directed to leave league facilities and may be subject to additional disciplinary action, including suspension of attendance privileges or revocation of league membership. Failure to comply may result in enforcement under applicable trespassing laws.

## **G. Immediate Removal**

Any serious violation of Little League International rules or SFLL policies may result in immediate removal from the game and league facilities, with further disciplinary action determined by the Board of Directors. Individuals subject to disciplinary action may submit a written appeal to the Board for review, discussion, and reconsideration in accordance with Board-approved procedures.

## **D. MANAGERS AND COACHES' SAFETY MEETING: (MANDATORY)**

A mandatory safety training will be held by the Safety Officer prior to any official team practices. **Each team must** have a manager or coach attend this training. **No team** will be allowed to practice until it has one coach or manager attend a safety meeting.

## **E. CONCUSSION & CARDIAC ARREST TRAINING: CPR & SAFE**

Prior to the start of the season, all managers, coaches, and parents must review the concussion and cardiac awareness training provided by the league. All must then acknowledge that they have reviewed this training either through written documentation, or an online signature through the league website.

## **7. PLAYER ASSESSMENT:**

### **A. SKILL ASSESSMENT**

Skills Assessment will only be used to evaluate players and will at no point be used to turn away players. The Board will approve the place and time of the Skills Assessment.

Additionally, the Board will make every effort to accommodate special circumstances and ensure that players are assessed in a fair and consistent manner.

All Manager Candidates are encouraged to attend Skills Assessment, or have a stand-in to evaluate players.

### **B. DRAFT**

The Draft shall be determined by a majority vote of the board members. Each Board member is entitled to one vote and the decision will be finalized based on the majority vote cast. This process ensures a fair and collaborative approach to selecting the Draft, with input from all members of the board.

## **8. SAFETY:**

An umpire may EJECT a player for safety violations. Violations may include, but are not limited to intentionally knocking off the batting helmet while running the bases, throwing the bat in anger as to endanger another player, manager, coach or spectator, throwing equipment in the dugout

or on the playing field. The umpires are to deal with on-the-field situations. This may be different for every umpire. There are some things that should not be tolerated such as: language or malicious contact.

No team shall have apparel other than that set forth by Little League International and approved by the Board of Santa Fe Little League.

- Parents of players who wear glasses should be encouraged to provide "Safety Glasses. [Recommended by LLI]
- All catcher masks will have a throat protector.[LLI RQ]
- Batters must wear protective NOCSAE helmets during practice as well as during games [LLI RQ]
- Catchers must wear a catcher's helmet (with face mask and throat guard), chest protector, and shin guards. Male catchers must wear a protective supporter and cup at all times. [LLI RQ]
- Regulations prohibit on-deck batters. This means no player should handle a bat, even while in an enclosure, until it is his/her time at bat. This applies only to Little League (Majors), Minor League, and Tee Ball. [LLI RQ]
- Umpires will wear gear provided. Exception: Minors Coach Pitch and T-ball games.
- All players used as base coaches must wear batting helmets.
- Softball players in Minors Player Pitch or above are recommended that they wear a protective defensive face mask when they play an infield position and a protective helmet mask/bar while batting.
- Managers and Coaches of teams on defense in Minors Player Pitch and above shall remain in their dugout. Only the team Managers (or a coach serving in that role for a specific game) may request time outs, make substitutions, challenge a call, or protest a game. Only managers are permitted to approach an umpire. [LLI RQ]

Additional Safety rules may be developed by the Safety Officer and approved by the Board.

## **9. EQUIPMENT AND UNIFORMS:**

An inventory of equipment will be maintained at all times. The Board members responsible for equipment will determine a budget needed at the beginning of the fiscal year, and present it to the board for approval. The committee members responsible for equipment will schedule time for all managers to pick up their equipment at the beginning of the season, and return them after the season has completed.

It shall be the responsibility of each team Manager to provide and for team uniforms to include at a minimum a team must provide:

- Team Uniform jersey or T-shirt
- Team hat/visor
- Little League shoulder patch

Little League® patch is required on the left sleeve (or left side of the upper chest on a sleeveless uniform) of the Little League uniform regardless of age or division of play.

Sleeve Placement: 3" below left shoulder seam on raglan sleeve.

Sleeve Placement: 1" below left shoulder seam on set-in sleeve.

Sleeveless Placement: patch should be placed over the left breast.

Umpire Patch: 4" below left shoulder seam on set-in sleeve.

Parents should look to purchase:

- Baseball/softball pants, belt, and socks (color to be decided by team and league)

Parents or league guardian should also look to purchase the following equipment for their Little Leaguer(s):

- Ball glove
- Batting gloves (if desired)
- Rubber-soled cleats (for Major Division and below)
- Backpack or equipment bag (if desired)

## **10. PRACTICE/PLAYING FIELDS:**

A Board of Directors representative shall attend the regularly scheduled Field Scheduling meeting held by the City of Santa Fe Parks and Recreation Department and provide previous year financial statements, current league proof of insurance, and projected game schedules for all fields.

SFLL shall request permission from the City of Santa Fe Parks and Recreation Department for routine maintenance of the fields such as raking, dragging, lining, and filling of holes on the playing fields.

**A proposed practice sign up plan will be drafted by an appropriate committee to submit to the board for approval.**

However, all Managers and coaches will respect each other in the event a practice field is taken and no other fields are available and each manager will agree upon a dual practice session.

### **A. PRACTICES:**

**Practice games and scrimmages may only be conducted before the season begins, and can only be between teams in the same division of the same league, out of uniform. Players from different teams should not be mixed during practice (Regulation I c-5).**

No regular season team may meet more than 4 times per week, games and practices combined. Failure to comply may result in disciplinary action to the Manager. Teams should meet at least 2 times per week. Tee Ball and Minors Coach Pitch teams should not practice more than 1 hour and 15 minutes, twice a week. Makeup games during the season are not subject to the same limitations. Under no circumstance may any board member authorize any team outside the SFLL organization to use a field permitted to SFLL by the City of Santa Fe.

## **11. GAME SCHEDULING:**

(a) The schedule of games for the regular season shall be prepared by the Board of Directors of the league and must provide for not less than twelve (12) games per team per regular season against other Little League teams within their respective division, exclusive of playoff and tournament games.

**Tee Ball:** It is recommended that no more than twelve (12) games be scheduled per team per season.

(b) The schedule should provide for not less than two (2) games per week per team. Any facility used

for practices and/or games must be approved by the local league Board of Directors. **Intermediate (50-70) Division, Junior League, and Senior League:** Interleague play is permitted provided the proper form is submitted to the District Administrator for approval.

**Intermediate (50-70) Division/Junior/Senior League:** Doubleheaders are permitted.

(e) The schedule should be arranged so that at least one-half of the games are scheduled prior to June 15.

• **Tee Ball** games will be scheduled for 45-60 minutes, not to exceed an hour, 1-2 games a week.

**Tee Ball and Minor League:** No team shall be scheduled to play two games in one day. (See Rule 4.12).

• **Minors Coach Pitch** will be scheduled for 1 ½ hour time slots or 6 innings. With no new inning starting after 1 hour and 15 minutes. The drop-dead time is 1 ½ hours , 2 games a week.

• **Minors Player Pitch** will be scheduled for 2 hour time slots. With no new inning starting after 1 hour and 45 minutes. The drop-dead time is 2 hours, 2 games a week.

• **Junior and Senior Division** games will be scheduled for 2 ½ hour time slots. With no new inning starting after 2 hours and 15 minutes. The drop-dead time is 2 ½ hours

• The only exception will be divisions that play interleague games. In that case, interleague rules will dictate the time limits and days of the week in which games are played.

- Little League® Regulations do not prohibit or promote games or practices on any particular day of the week.

## **12. TRAINING FOR LEAGUE OPERATIONS PRIOR TO START OF SEASON:**

General Conduct of all SFLL Volunteers

Basic Umpire Training

Manager and Coach Duties and Responsibilities

Draft Process meeting

First-Aid & CPR safety meeting

## **13. LEAD BOARD MEMBERS ON DUTY (LBMOD):**

### **A. Responsibilities:**

- Open up the complex no later than 30 minutes before the start of the first games of the day. Make sure all fields are ready to go and are playable.
- The board members are to handle what goes on outside the field. The spectator(s) should be handled by the Lead Board Members on duty.
- The umpires are to deal with on-the-field situations.
- No position or title exempts an individual, including a Board Member, from umpire authority or ejection.
- Umpires should notify the Disciplinary Committee of any ejections, and Safety Officer of any injuries.
- Assist any Umpire with reaching the UIC for clarification or rulings.
- Take good notes of any altercation and refer it to the Disciplinary Committee with 24 hours of incident that occurred off the field.
- Notify the UIC of any ejections, and Safety Officer of any injuries.
- If applicable count the concession stand till, collect, and store it per instructions, (i.e. safe).
- Close the complex at the conclusion of games for the day, ensuring buildings and sheds

- are locked. Turn out the lights no later than 10 pm.
- The Lead Board Members on duty is authorized to require any individual to leave league-operated facilities, fields, or event areas when, in their reasonable judgment, the individual's behavior, presence, or actions compromise safety, disrupt operations, violate the Code of Conduct, interfere with league activities, or otherwise create an environment inconsistent with league policies or community standards.
- Upon issuing a directive to leave, the individual must promptly exit the premises. Failure to comply may result in removal by law enforcement, suspension of facility access, or additional administrative action as determined by the Board. The Board Lead's directive is effective immediately and is not subject to on-site debate or appeal; individuals may submit concerns or appeals in writing to the Board after leaving the facility.

## **B. Rivalry Game Oversight**

The Board may designate certain games as "Rivalry/Competitive Games" when additional oversight is necessary to promote sportsmanship, safety, and rule compliance.

For any designated Rivalry/Competitive Game, at least one neutral Board member shall be present for the duration of the game to observe conduct and compliance with league rules. A Board member with a participating child, division, or family member may not serve in this role.

Oversight procedures, reporting requirements, and enforcement actions related to Rivalry Games shall be governed by the League's Code of Conduct and Disciplinary & Compliance policies.

## **C. Game Day Operations**

### **Purpose**

The purpose is to ensure clear, consistent, and non-intrusive league oversight during games while preventing confusion, duplication of authority, and board member burnout.

### **Lead Board Member on Duty (LBMOD)**

1. The league shall designate, ideally three, Board Member(s) on Duty for each defined game window or game block. (ex. 1st game window & 2 game window)

The Board may approve other knowledgeable, regular members to serve as a Lead Board Member on Duty in the event that no other Board Member is available.

2. The LBMOD shall serve as the sole point of contact for off-field game-day issues during their assigned coverage period.

3. Lead Board Members on Duty, when possible, are encouraged to consult with each other about potential actions before making a decision. However, once Lead Board Member on Duty exercises his or her authority, that decision, the other Lead Board Members on Duty shall abide by that decision during that game window.

4. LBMOD assignments shall be rotated fairly among eligible board members to ensure equitable distribution of responsibility and to prevent burnout.

## **Coverage Periods**

1. Coverage periods shall be established in advance and communicated to board members.
2. No board member shall be required to cover an unreasonable or excessive duration in a single shift.

## **Transition of Authority**

1. When coverage shifts occur, authority shall transfer only between designated LBMODs.
2. A brief verbal handoff shall occur, addressing:
  - Any unresolved issues
  - Safety or facility concerns
  - Anticipated challenges
3. Authority shall transfer cleanly at the designated time or game boundary, with no overlap in decision-making.

X.6 If a designated LBMOD fails to arrive or becomes unavailable, the next board member listed in the established rotation who is present on-site shall immediately assume the role of LBMOD until relieved or replaced.

### **X.6 Scope of Responsibilities**

The LBMOD may:

- Address spectator behavior in a calm and professional manner
- Manage minor disputes outside the field of play
- Coordinate with the Safety Officer, Umpire-in-Chief, or President as needed
- Enforce league policies related to conduct and safety

The LBMOD shall not:

- Overrule or challenge umpire decisions
- Coach players or direct game strategy
- Discipline players during games
- Engage in confrontational or emotional exchanges

### **X.7 Escalation Protocol**

If an issue cannot be resolved by the LBMOD:

1. Safety-related issues → Safety Officer
2. Umpire-related issues → Umpire-in-Chief
3. Severe or unresolved issues → Local Law enforcement or League President

#### X.8 Conduct Expectations

All board members shall:

- Act professionally and impartially
- Avoid public displays of authority
- Refrain from group intervention unless requested by the LBMOD
- Support umpires, volunteers, and league staff

#### X.9 Enforcement

Failure to comply with these expectations may result in board review and corrective action as recommended by the disciplinary committee and/or voted on by the board.

## 14. OPENING CEREMONY: (optional)

The opening ceremony should be conducted either the weekend before the season starts or the first weekend after the season starts. Each team will be recognized. The sponsors will be recognized. All the teams will collectively recite the Little League pledge.

*"I trust in God, I love my country and will respect its laws, I will play fair and strive to win, but win or lose, I will always do my best"*

In the event weather conditions do not allow for safe and enjoyable opening ceremonies the opening ceremonies will be postponed at the discretion of the Board of Directors no less than 24 hours prior to the scheduled start time of opening ceremonies.

Opening ceremonies will then be rescheduled for the following Saturday.

### A. TEAM PHOTOS:

The Board of Directors shall provide each team with a list of approved vendors to provide team and individual photographs. Coordination and scheduling will be the responsibility of the team Manager. If a team elects not to use a vendor from the provided list, an official request must be submitted to the Board of Directors to ensure proper licensure and qualifications are met.

### B. FAMILY FUN DAY: (optional)

Should the Board elect to do so by majority vote; it will use SFLL funds to host a Fun Day for the players of the league. The primary purpose should not be to raise funds for the league, but should be to offer free activities primarily for the enjoyment of the kids. Simply put, to

celebrate the player's achievements, the league, the volunteers, and the families. Historically, this day has been run in conjunction with the closing ceremonies.

## **15. CLOSING CEREMONY:**

The closing ceremonies for local Little League leagues are a highlight of the season, providing a platform to celebrate achievements, recognize graduating players, and engage the community. These events typically include championship games, a home run derby, trophy presentations, and ceremonies for graduating players. They are designed to be fun family events featuring music and food, making them a memorable end to the season for players and families alike. The closing ceremony should be conducted at the conclusion of the Majors Championship Game. All first place teams and (optional - sportsmanship award winners) in each division should be recognized and be given league-supplied trophies or medals. All-Star teams and Managers will be announced and recognized. Sponsors and volunteers should be recognized and thanked.

## **16. DIVISION STANDINGS:**

Division standings will be decided by a format that rewards teams that play as many of their scheduled games, and make up as many rained out games as possible. As such, the following format should be followed to determine standings:

- Total wins during the regular season
- Best head to head record
- Runs scored in head to head competition
- Total runs scored in a season

No games played after the start of Closing Ceremony count in determining division standings. Division standings will be used to determine seeding in the end of year tournament.

## **17. ALL-STAR MANAGER/COACH SELECTION:**

[A plan shall be developed by any appropriate committee, submitted to the Board by April 1, 2026

1. Managers and coaches may come from the following divisions and must be nominated by the League President and approved by the Board of Directors:

8-10 All-Star team – manager or coach from Minor Player Pitch regular season champions  
9-11 All-Star team – manager or coach from Major division regular season runner-up  
11-12 All-Star team – manager or coach from Major division regular season champions  
Junior All-Star team – manager or coach from Junior or Senior League division regular season champion  
Senior All-Star team – manager or coach from Junior or Senior League division regular season champion  
Softball Junior All-Star team – Manager or coach from Junior division regular season champion  
Softball 11-12 All-Star team – Manager or coach from Major division regular season champion  
Softball 9-11 All-Star team – Manager or Coach from Minor division regular season champion

2. In the event the above manager or coach is not interested or available then the Manager for that particular All-Star team, will be selected by the President from any division and must be approved by the Board of Directors.

The All-star Coaches for each division will be selected by the Manager. All coaches must be approved by a majority vote of the Board of Directors. The managers will be selected based on the following traits:

- Attitude, teamwork, coaching and organizational ability, fairness, sportsmanship.

## **18. ALL-STAR PLAYER SELECTION:**

[A plan shall be developed by any appropriate committee, submitted to the Board by April 1, 2026

1. The goal of Santa Fe Little League is to field the most competitive team in all tournament divisions. Both players and coaches will be asked to consider the following qualities when casting their votes for All-Star nominees:

- **Sportsmanship:** Displaying positive behavior on and off the field, respecting teammates, opponents, and coaches.
- **Attitude:** Maintaining a positive, hardworking, and growth-focused mindset.
- **Work Ethic:** Demonstrating dedication, effort, and willingness to improve.
- **Teamwork:** Being a supportive, encouraging, and collaborative teammate.
- **Skill Level:** Demonstrating proficiency and development in the technical and tactical aspects of the game.

2. All eligible players will be notified a minimum of two weeks prior to the start of the All-Star selection process. Players can only be rostered in one tournament team.

3. Majors' baseball and softball players are eligible for 10-12, 9-11 and 8-10 All-Star teams, depending on their league age. Minors Player Pitch baseball players and Minors softball players are eligible for 9-11 and 8- 10 All-Star teams, depending on their league age.

4. The All-Star teams for each division will consist of 12-14 players.

5. A player must have played in 60 percent of League games to be eligible.

6. Minors Coach Pitch players are eligible for All-Stars if they meet all Little League regulations and they are nominated by the Player Agent.

7. Voting will be conducted during the week of the end of season tournament. Each Manager is responsible for selecting their team's four nominees, using a fair and transparent process. The Manager may consider various methods to determine the four nominees, with the following method being recommended for consistency:

**Player Vote:** All players on the team will nominate four of their teammates to be considered for the All-Star team. Players cannot vote for themselves, ensuring the vote reflects peer recognition.

**Coach's Vote:** Coaches will also nominate four players based on criteria including sportsmanship, 13 attitude, work ethic, being a good teammate, and skill level.

**Combined Vote:** The final selection of the four nominees will be based on the combined results of the player and coach votes. The total number of votes from both the players and the coaches

will determine the four players nominated for All-Star team consideration.

Eligible players may submit an optional written application for independent All-Star consideration, subject to Board-approved selection procedures and Little League International requirements.

8. The Player agent will meet with all managers and coaches from all teams in the All-Star eligible divisions, to discuss eligible player candidacy. This meeting will take place prior to the player's vote. Managers will be responsible for making sure their teams are aware of which players played up a division.

9. The Vice President, along with the Player Agent will determine the ballot structure, and make the final determination on the number of overall players each player can vote for. This will be presented to the board for approval. The following is expected to be reinforced by the managers with their teams, prior to voting. "Being selected to the Santa Fe Little League (American and National Divisions) All-Star team is an honor and a privilege. Select the 10 players on each team list you believe to be the most deserving of this honor based on their ability to help the team win."

10. After all player ballots are counted, the all-star teams will be finalized through a meeting with the Vice President, the Player Agent, and the managers and coaches of record for the season, within the applicable divisions (e.g. Minors And above). Teams will be built in sequential order, starting with the highest level team (e.g. Senior League Baseball, Majors, Minors). Once the 10-12 all-stars, and 9-11 all-star baseball rosters have been finalized, the 8-10 all-star baseball team will be determined by remaining eligible 8-10 players based on number of votes and league age. In the event there are enough players to make separate Santa Fe National and Santa Fe American Teams the board may elect to create two separate all-star teams in either or all divisions.

11. The following criteria will be used to define the strategy for All-Star selections once the voting is completed:

The objective is to fairly, and impartially select the most skilled and competitive team possible for tournament play at each division

The most highly skilled players, as evidenced by the players' performance during the season

Availability of the players and his/her families to meet the time commitments, and obligations required of All-Stars

Any other factors that may, in the manager's judgment, reflect upon the candidate's fitness and ability to play on an All-Star team, including but not limited to respecting the code of conduct during regular season.

The Board has the discretion to review the overall skill levels within each division or age group, to determine the best strategy for filling each All-Star team

12. Each All-Star team will be determined based on the following selection criteria:

The Senior All-Star team will be completed first from among eligible players from the Senior

Divisions, per the defined voting procedures in this section.

The Majors 10-12 All-Star team will be completed first from among eligible 10, 11 and 12 year olds that 14 played in the Majors or Minors Player Pitch division during the regular season, per the defined voting procedures in this section.

Following the selection of the 10-12 All-Star team, the 9-11 All-Star team will be completed next from among eligible players from the remaining 10 and 11 year olds, per the defined voting procedures in this section.

Following the selection of the 9-11 All-Star team, the 8-10 All-Star team will be completed next from among eligible players from the remaining 10 year olds and eligible 9 year olds, per the defined voting procedures in this section.

When selecting a second All-Star team in the same division, the same procedure in #12 above will be followed after the first team is complete. The Vice President and Player Agent of the Division can propose an alternative strategy to build a second team to the board for vote and approval.

After the teams have been determined, the All-Star manager for each team will nominate up to 2 coaches to be approved by the board.

The All-Star teams will be announced the day of Closing Ceremonies.

## **19. OTHER ALL-STAR PROCEDURES (OPTIONAL):**

### **Fee for All-Stars TBD**

[A plan shall be developed by any appropriate committee, submitted to the Board by April 1, 2026

Total reimbursement will not exceed the budgeted amount for the year.

**A proposed plan will be submitted and approved by the board.**

## **20. VOLUNTEER APPRECIATION ACTIVITY: (optional)**

The purpose of the volunteer appreciation activity, if approved by majority vote of the Board, will be for the League to host a meal or other activity for all the volunteers, including managers, coaches, umpires, team parents, sponsors, and Board members, preferably once the season has finished. The activity should recognize and thank the volunteers for their involvement in the league the past season.

## **21. OPERATION OF WEBSITE/SOCIAL MEDIA:**

The website shall be **maintained and updated regularly** by the Webmaster to ensure accuracy and accessibility.

At a minimum, information to be posted on the website should include:

- League address and phone number

- List of Board members and contact information
- Rainout contact phone #
- Emergency contact phone #
- Copy of the League Constitution, Bylaws & Charter
- Instructions on how to volunteer
- Little League forms
- Calendar of league events
- Fundraiser information, if a league fundraiser will be conducted
- Player registration information
- Game schedules
- Field locations
- Recognition of sponsors

The league may also maintain a presence and participate in other social media services such as Facebook, Twitter and Instagram. These services should be used to communicate and interact with league members and families for the purpose of communicating league events, and pertinent information about the league.

## **22. LOCAL GAME RULES:**

Unless noted below, all games will be played in accordance with the current season's Little League International Official Regulations and Playing Rules. For interleague games, the current District 5 interleague rules will apply.

General Game Procedures:

Unsuitable Playing Field: Managers and coaches from both teams should meet at the field no later than 30 minutes before game time to determine if the field is suitable for play. If the two managers do not agree, or if either of the managers is not present at the field, the umpire shall make the determination. The host league may close their facility to all play at the host league's discretion. See rule 3.10 in the Little League Official Playing Rules. If the field is not playable or the facility has been closed, contact the traveling team as much in advance of game time as possible.

Scheduling of Umpires: Home team is responsible for umpire scheduling, no matter which team's field is used (interleague play).

### **Equipment Compliance: (LLI Rule 3.01)**

Managers are responsible for ensuring that all team equipment is legal and suitable for play under Little League rules. Use of illegal or non-compliant equipment may result in disciplinary action against the manager and any involved player, in accordance with Little League International and SFLL regulations.

Game Balls: Game balls will be provided by the League for all regular and postseason games.

**Foul Ball Policy:** Spectators, players, or siblings who safely retrieve a foul ball and return it to the official scorekeeper's table may receive a small token of appreciation, as determined by the league.

It is the responsibility of SFLL to reschedule a cancelled game, or to complete a game that does not reach the minimum number of innings to become an official game. The Player Agent for that division should be notified within 48 hours after the regularly scheduled game was to be played that the game needs to be rescheduled. If one manager is willing to reschedule a game cancelled due to unplayable conditions or a partially completed game and the other manager is not, then the team not willing to reschedule the game will forfeit. Any disagreements between the two teams about rescheduling a game should immediately be taken to the Player Agent.

Managers unable to field a team of at least 9 players for a scheduled game during the season must notify the other team and the Player Agent for their division ASAP prior to that game or the game will go to the Board for possible forfeit.

### **A. Official Score Reporting and Verification**

Santa Fe Little League shall maintain a standardized process for recording, verifying, and reporting official game scores in a manner consistent with Little League International rules and guidelines to ensure fairness, accuracy, and transparency across all divisions.

For Minors Coach Pitch, Player Pitch, and above, the **Home Team** shall be responsible for providing and submitting the official game score through the League's designated scoring system within the timeframe established by league policy. The **Away Team** shall review the submitted score. To promote accuracy and consistency, it is strongly recommended that scorekeepers work together during the game.

All official scores used to determine division standings or tournament seeding must be properly verified and recorded through approved league systems. Any modification to a submitted score shall be documented and subject to review under league policy.

Failure to comply with score submission or verification requirements, or submission of inaccurate or falsified scores, may result in disciplinary action (forfeit) in accordance with the League's Disciplinary & Compliance Policy.

### **B. Dugout & Field Use**

The home team takes the dugout on the 3rd base side. The home team is responsible for assisting in the raking, lining, and getting the bases for the field prior to the game. The visiting team takes the dugout on the 1st base side. The visiting team is responsible for putting the bases away and raking the field after the game, unless it is an interleague game. In that case, the home team is responsible for both duties. Each team is responsible for leaving their dugouts and bleachers clean after the game.

No gum, chalk, sunflower seeds, candy, food, or glass of any kind is allowed in the dugout or on the field during games. Sports drinks and water are allowed in the dugouts only. This rule applies to all players, coaches, managers and umpires.

Managers and/or Coaches are allowed to warm up their pitchers, during the regular season.

## **23. Protests: (Minor Coach Pitch & above divisions only)**

All reasonable effort must be made to settle disputes on the field, to avoid a protest. If there is a dispute on the ruling, the disputing manager will have an opportunity to locate rules and persuade the umpire to change his/her mind. Managers may then exercise regular protest procedures. THERE ARE NO PROTESTS ALLOWED ON JUDGMENT CALLS. If the manager still persists in a protest, the umpire will make sure the protest is noted in the official scorebook. The game will resume until completion. The protest then will be referred to the Protest Committee for review. ONLY MANAGERS CAN PROCLAIM A PROTEST. The Protest Committee will meet in accordance with rule 4.19F in the official rules and regulations and playing rules book.

If a member of the Protest Committee is in any way connected with the teams involved then he/she shall be declared ineligible to rule on the protest.

The MANAGER/COACHES AND ALL UMPIRES involved in any protest will draft a letter to the UIC within 24 hours. Letters will include a diagram of exactly what transpired and any necessary comments regarding the situation.

Board Members on Duty will notify the UIC of any impending protests. The League President will inform the Managers and Umpires of the Safety Committee ruling in writing.

(a) Protest shall be considered only when based on the violation or interpretation of a playing rule, use of an ineligible pitcher or the use of an ineligible player. No protest shall be considered on a decision involving an umpire's judgment. Equipment which does not meet specifications must be removed from the game.

Exception: Illegal bat [see Rule 6.06 (d)]. (b) The managers of contesting teams only shall have the right to protest a game (or in their absence, coaches). However, the manager or acting manager may not leave the dugout until receiving permission from an umpire.

Protests must be declared immediately when the issue occurs and before the next play. Protests not timely declared shall not be considered.

(c) Protests shall be made as follows: (1) The protesting manager shall immediately, and before any succeeding play begins, notify the umpire that the game is being played under protest. (2) Following such notice the umpire shall consult with the other umpire(s). If the umpire is convinced that the decision is in conflict with the rules, the umpire shall reverse that decision. If, however, after consultation, the umpire is convinced that the decision is not in conflict with the rules, said umpire shall announce that the game is being played under protest. Failure of the umpire to make such an announcement shall not affect the validity of the protest. (d) Protests made due to use of ineligible pitcher or ineligible player may be considered only if made to the umpire before the umpire(s) leave the field at the end of the game. Whenever it is found that an ineligible pitcher or ineligible player is being used, said pitcher shall be removed from the mound, or said player shall be removed from the game, and the game shall be continued under protest or not as the protesting manager decides. (e) Any protest for any reason whatsoever must be submitted by the manager first to the umpire on the field of play and then in writing to the local league president within 24 hours. The umpire-in-chief shall also submit a report immediately.

NOTE 1: This rule does not pertain to charges of infractions of regulations such as field decorum or actions of league personnel or spectators which must be considered and resolved by the board of directors.

NOTE 2: All Little League officials are urged to take precautions to prevent protests. When a protest situation is imminent, the potential offenders should be notified immediately.

Example: Should a manager, official scorer, league official or umpire discover that a pitcher is ineligible at the beginning of the game, or will become ineligible during the game or at the start of the next inning of play, the fact should be brought to the attention of the manager of the team

involved. Such action should not be delayed until the infraction has occurred. However, failure of personnel to notify the manager of the infraction does not affect the validity of the protest.

(g) Minor League: A local league may adopt a rule that protests must be resolved before the next pitch or play.

(h) There are no protests in Tee Ball.

## **24. Parent/Guardian Code of Conduct and volunteer expectations:**

All parents and/or guardians of the SFLL players will be asked to sign a code of conduct agreement and follow it throughout the season. The purpose of this agreement is to ensure proper sportsmanship is demonstrated by all parties at all times, ultimately enriching the experience for the kids.

Each family of a player within the SFLL will be highly encouraged to volunteer their time during the season in some capacity to assist in the operations of SFLL and regular season. During registration, the parent and/or guardian will be able to choose which event or activity they would like to volunteer (e.g. Manager, coach, umpire, field maintenance, scorekeeping, or concession).

It will be optional, that the Board of Directors may, by majority vote, approve optional volunteer incentives, including registration scholarships.

## **25. Sponsorships & Fundraising**

1. The Board of Directors may approve and manage sponsorships and fundraising activities to support league operations, facilities, and programs.
2. All sponsorships must comply with Little League International regulations, including restrictions on prohibited products, trademarks, and branding.
3. The Board shall establish policies to govern solicitation, acceptance, and acknowledgment of sponsors, including use of sponsor logos, materials, and public recognition.

## **26. Disciplinary Authority**

**Santa Fe Little League (SFLL)** shall maintain a disciplinary process applicable to all youth players, volunteers, coaches, parents, spectators, and Board members.

**Suspension or Termination of Regular Members:** Membership may be terminated by resignation or action of the Board of Directors as follows:

1. The Board, by a three-fourths (75%) vote of those present at any duly constituted Board meeting, shall have the authority to discipline, suspend, or terminate the membership of any Member, including parents, managers and coaches, when the conduct of such person is considered detrimental to the best interests of SFLL, in violation of their specific Code of Conduct and/or Little League Baseball, Incorporated. The Discipline Committee shall conduct an investigation, analyze the wrong doing, and provide a written report that includes a recommendation to the Board for action. The Member involved shall be notified of such investigation and have an opportunity to be heard and answer for or dispute such charges in front of the Discipline Committee. The member(s)

involved shall also be notified of the recommendation to the Board and notified of the closed meeting where the Board of Directors will take action. The member will be given an opportunity to appear in front of the Board at the closed meeting.

2. The Board shall, in case of a Player, give notice to the manager of the players team. Said manager, players parent, or legal guardian may appear, in the capacity of an adviser, with the player before the Discipline Committee and The Board. The player's parent(s) or legal guardian(s) may also be present as support for the player. The Board shall have full power to suspend or revoke such player's right to future participation by three-fourths (75%) vote.

The Board of Directors shall have ultimate authority over disciplinary matters and may delegate review and recommendations to a Disciplinary Committee. Safety-related or serious conduct violations may result in immediate action pending review.

### **FACILITY REMOVAL AUTHORITY**

The Board of Directors authorizes designated League Officials or Board Leads to direct any individual to leave a league-operated facility when behavior compromises safety, violates the Code of Conduct, or disrupts league activities. Failure to comply may result in disciplinary action and involvement of law enforcement when necessary.

### **APPEALS**

Individuals subject to disciplinary action shall have the right to appeal in accordance with league-adopted disciplinary procedures. The Board of Directors or District Administrator shall serve as the final authority unless safety or legal obligations require external review.

### **DISCIPLINARY PROCEDURES**

Detailed disciplinary procedures, enforcement protocols, and documentation requirements including escalation flowcharts, facility removal steps, incident reporting, and appeal processes shall be governed by Board-approved policies and are incorporated by reference.

## **27. Good Standing of Board of Directors**

1. A Member of the Board of Directors is considered in **good standing if**:
  - a. Successfully passed the required annual background check;
  - b. Completed all required training;
  - c. They are not under disciplinary action or suspension;
  - d. They have not missed 2 consecutive meetings; and
  - e. Sign and abide by the applicable Code(s) of Conduct (as adopted by the Board).
2. A Member of the Board of Directors **shall lose** their status of Good Standing if they:
  - a. Fail to meet any of the criteria listed above;
  - b. Are subject to disciplinary action by the Board of Directors; or
  - c. Engage in behavior that is contrary to the applicable Code of Conduct, detrimental to the league's mission or reputation.

3. A Member who has lost Good Standing may **request reinstatement** by:
  - a. Satisfactorily addressing the issue (e.g., completing **required** training);
  - b. Submitting a written request to the Board of Directors describing **corrective** steps taken;and
  - c. Receiving approval by a majority vote of the Board of Directors.

Any Lead Board Member on Duty (LBMOD) who fails to report an incident in accordance with league policy may be subject to disciplinary action and may forfeit Good Standing.

This accountability applies to all incidents occurring within their duty period, including spectator conduct and safety issues outside the field of play.

## **28. Board of Director Meetings:**

1. **Guests at Regular or Special Board of Director Meeting:** The Board of Directors may invite, admit, and recognize guests for presentation or comments during a Regular or Special Board of Directors meeting. A presentation shall not exceed more than fifteen (15) minutes and comments by guests shall not exceed two (2) minutes per person.

Receiving approval by a majority vote of the Board of Directors.

President Santa Fe Little League  
JP Trujillo

Approved by Board of Directors and Membership on \_\_\_\_\_