

CONSTITUTION: **Baldwinsville Little League**

League ID Number: **02320804**

THIS BOX FOR REGIONAL USE ONLY

Date submitted:

Date accepted:

Not Accepted:

ARTICLE I - NAME

This organization shall be known as Baldwinsville Little League, hereinafter referred to the as "Local League." The park is located at 2277 Downer St Road in Baldwinsville NY 13027, and mailing address is PO Box 384, Baldwinsville, NY 13027.

ARTICLE II – OBJECTIVE

SECTION 1

The objective of the Local League shall be to positively impact youth and communities using the power of youth baseball and/or softball to teach life lessons to build stronger individuals and communities.

SECTION 2

To achieve this objective, the Local League will provide a supervised program of baseball and/or softball consistent with the Rules and Regulations of Little League Baseball, Incorporated. All Directors, Officers and Members shall consider and incorporate the values of Little League: Teamwork, Community, Inclusion, Fun, and Integrity. The molding of future citizens is of prime importance and the attainment of exceptional athletic skill or the winning of games is secondary. In accordance with Section 501(c)(3) of the Federal Internal Revenue Code, the Local League shall operate exclusively as a nonprofit educational organization providing a supervised program of competitive baseball and/or softball games. No part of the net earnings shall benefit any individual or be used in any substantial part to influence legislation or intervene in any political campaign on behalf of any candidate for public office.

ARTICLE III – MEMBERSHIP

SECTION 1

Any person sincerely interested in active participation to further the objective of the Local League may apply to become a Member.

SECTION 2

There shall be the following classes of Members:

1. **Regular Members ("Members") shall include: –**

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- a) Current year Managers, Coaches, Board Members, Local League Officers, and any registered volunteer, who have completed a background check.
 - b) Any parent or guardian of a current active season member player that has paid registration fees to the league.
 - c) Any adult person actively interested in furthering the objectives of the Local League may become a Regular Member upon approval by the Board and payment if applicable. Upon receipt of a written request to become a member, the Board of Directors shall vote upon the request at the next scheduled Board of Directors meeting.
 - d) All Members volunteering within the Local League must annually complete the Little League Official Application, submit to a background check pursuant to Regulation I(8) and (9), and complete abuse awareness training pursuant to Regulation I(10) before the commencement of the season.
 - e) The Secretary shall maintain the roll of membership to qualify voting Members. Only Members in good standing are eligible to vote at General Membership Meetings. Each Member is entitled to one vote.
2. **Player Members** - Any player candidate meeting the requirements of Little League Regulation IV shall be eligible to compete for participation. Player Members shall have no rights, duties, or obligations in the management or in the property of the Local League.
 3. **Honorary Members** – Any person may be elected as Honorary Member by the unanimous vote of all Directors present at any duly held meeting of the Board of Directors but shall have no rights, duties, or obligations in the management or in the property of the Local League.
 4. **Sustaining Members** – Any person not a Regular Member who makes financial or other contribution to the Local League may by a majority vote of the Board of Directors become a Sustaining Member, but such person shall have no rights, duties, or obligations in the management of or in the property of the Local League.

SECTION 3

Members, whether Regular or Player, shall not be required to be affiliated with another organization or group to qualify as members of the Local League. All members of the Local League Board of Directors and Regular Members, as well as, managers and coaches, whose activities in another youth baseball/softball program are deemed detrimental to the operation of the Local League, can be removed from the Local League by a two-thirds majority vote of the Board of Directors.

SECTION 4

Dues, if any, for Members may be fixed at such amounts as the Board of Directors shall determine for a particular fiscal year. Dues for Members are separate from registration fees for Player Members, which are determined annually by the Board of Directors in accordance with Little League Regulation XIII (c).

SECTION 5

Disciplinary Policy –

- (a) Charges pertaining to infractions of the Little League Playing Rules and Regulation must be considered and resolved by the Board of Directors. This shall apply to Managers, Coaches, Players, and Umpires.

- (b) Charges pertaining to actions involving unsportsmanlike conduct and language must be considered and resolved by the Board of Directors. This shall apply to Managers, Coaches, Players, Umpires, Board Members, all other league volunteers, and all spectators.

Suspension or Termination –

Membership may be terminated by resignation or action of the Board of Directors as follows.

- (a) **Board of Directors and League Officers:** The Board of Directors, by a two-thirds vote of the Board of Directors at any duly constituted Board Meeting, shall have the authority to discipline, suspend and/or terminate any League Officer or Board of Directors member when the conduct of such person in his/her role as Board member and/or League Officer is considered detrimental to the best interests of the League and/or Little League Baseball. The Board and/or League Official involved shall be notified of such meeting, informed of the general nature of the charges and given an opportunity to appear at the meeting to answer such charges.
- (b) **Managers, Coaches, Umpires, Volunteers, Parents and Guardians:** The Board of Directors, by a two-thirds vote of those present at any duly constituted Board Meeting (quorum of simple majority of members of the Board of Directors required), shall have the authority to discipline, suspend and/or terminate the membership of any Regular Member. This includes Managers, Coaches, Umpires, Volunteers, Parents and Guardians, when the conduct of such person is considered detrimental to the best interest of the League and/or Little League Baseball. The member involved shall be notified of such meeting, informed of the general nature of the charges and given an opportunity to appear at the meeting to answer such charges.
- (c) **Player Member:** The Board of Directors shall, in the case of a Player Member, give notice to the Player Member and the manager of the team for which the Player Member is a player. Said manager shall appear, in the capacity of an advisor, with the player before the Board of Directors. The player's parent(s), additional relatives and/or legal guardian(s) may also be present. The Board of Directors shall have full power to suspend or revoke such player's rights to future participation by two-thirds vote of those present at any duly constituted meeting (quorum of simple majority of members of the Board of Directors is required).

ARTICLE IV – BOARD OF DIRECTORS

SECTION 1

The management of the property and affairs of the Local League shall be vested in the Board of Directors. The Directors shall, immediately upon their election and approval of their Volunteer Applications by the President or his appointee, begin performing their duties and shall continue in office until their successors have been elected.

SECTION 2

The terms of office and the specific number of Directors shall be decided at the annual meeting. The Board of Directors shall be comprised of no fewer than seven (7) and no more than twenty-seven (27) Members in good standing. The Officers of the Board of Directors shall include, at a minimum: President, Vice President, Treasurer, Secretary, Player Agent, Safety Officer, and Coaching Coordinator, per Little League Regulation I(b). With the exception of President, a board member can be elected to more than one position on the board. This board member shall still be entitled to one vote regardless of the number of positions held on the board.

SECTION 3

When a vacancy occurs in the Board of Directors, by death, resignation, or otherwise, after the Annual Meeting but before the following September 30th, that vacancy may be filled by a majority vote of the attending Board of Director Members at any duly called meeting.

SECTION 4

The number of Board of Directors so fixed at the Annual Meeting may be increased at any General Membership Meeting or Special Meeting of the Members. If the number is increased, the additional Directors may be elected at the next meeting at which the increase is voted, or at any subsequent General Membership Meeting, all elections of additional Directors shall be by majority vote of all Regular Members present.

ARTICLE V –DUTIES AND POWERS OF THE BOARD

SECTION 1

The Duties and Powers of the Board of Directors:

- (a) The Board of Directors shall be committed to improving the quality of adult leadership.
- (b) The Board of Directors shall have the authority to appoint such standing committees as it shall determine are necessary and needed. The Board may delegate to these committees such power as the Board shall deem advisable and which it may properly delegate.
- (c) The Board may establish such rules and regulations for the conduct of its meeting and the management of the League as it deems proper.
- (d) All board members are required to attend (2/3) 67% of the board meetings during the November to October board term. If an executive board member does not attend the required 67% of the board meetings conducted, they will be blocked by the nomination committee for running for the same or new executive board position in the next board term. A board member (non-executive board member) that does not attend the required 67% of the board meetings will be blocked from moving into an executive board position even if they have met the one-year term requirement.
- (e) All board members are eligible to attend (1) one meeting during the board year remotely by video and audio conf call. This remote attendance will count towards the annual 2/3 attendance requirement only if audio is on, and the member actively participates in the call.
- (f) Specific League goals shall be established at the first regular Board Meeting of the year.
- (g) Regular Members may submit requests to address the Board to the League Secretary prior to the Secretary's notification of the next regular meeting.
- (h) The Board of Directors shall have the power to discipline, suspend, and/or terminate any League member in accordance with ARTICLE III, Section 5.

ARTICLE VI –DUTIES AND POWERS OF THE OFFICERS

SECTION 1

The Officers of the Board of Directors shall include, at a minimum: President, Vice President, Treasurer, Secretary, Player Agent, Safety Officer, and Coaching Coordinator, per Little League Regulation I(b), all of whom shall hold office for the ensuing year or until their successors are duly elected.

The Board of Directors may appoint such other officers or agents as it may deem necessary or desirable and may prescribe the powers and duties of each. Appointed officers or agents shall have no vote on

actions taken by the Board of Directors unless such individuals have been elected to the Board by the membership or have been elected to fill a vacancy on the Board.

SECTION 2

President – The President shall:

- (a) Conduct the affairs of the Local League and execute the policies established by the Board of Directors.
- (b) Present a report of the condition of the Local League at the Annual Meeting.
- (c) Communicate to the Board of Directors such matters as deemed appropriate and make such suggestions as may tend to promote the welfare of the Local League.
- (d) Be responsible for the conduct of the Local League in strict conformity to the policies, principles, and Rules and Regulations of Little League Baseball, Incorporated, as agreed to under the conditions of charter issued to the Local League by that organization.
- (e) Investigate complaints, irregularities, and conditions detrimental to the Local League and report thereon to the Board or Executive Committee as circumstances warrant.
- (f) Prepare and submit an annual budget to the Board of Directors and be responsible for the proper execution thereof.
- (g) With the assistance of the Player Agent, examine the application and support proof-of age documents of every player candidate and
- (h) certify to residence or school enrollment, and age eligibility before the player may be accepted for tryouts and selection.
- (i) Complete the required background checks per Little League Regulation I (b) and I (c) 8 & 9; or delegate this responsibility to the league Safety Officer, or other designated Board member.
- (j) Ensure that all individuals who submit the Volunteer Application complete the Abuse Awareness Training as outlined in the Little League Child Protection Program or delegate this responsibility to the league Safety Officer, or other designated Board member.
- (k) Ensure the Local League compliance with the requirements of the Little League Child Protection Program or delegate this responsibility to the league Safety Officer, or other designated Board Member.

SECTION 3

Vice President – The Vice President shall:

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

- (c) Serve as the Chairman of the Nominating Committee.
- (d) Should two candidates be elected as Vice President, then the two Vice Presidents should divide the tasks as agreed to by the President with concurrence of the Board of Directors. One of the Vice Presidents should be designated to succeed the President in the event that the President resigns or is otherwise removed or is unable to continue in that position. The designated Vice President shall serve as President until a Special or the next Regular Board of Directors meeting, at which time a permanent President shall be elected.
- (e) The league can choose to elect a vice president of baseball and a vice president of softball.

SECTION 4

Secretary – The Secretary shall:

- (a) Be responsible for recording the activities of the Local League and maintain appropriate files, mailing lists, email lists and necessary records.
- (b) Perform such duties as are herein specifically set forth, in addition to such other duties as are customarily incident to the office of Secretary or as may be assigned by the Board of Directors.
- (c) Maintain a list of all Regular, Sustaining and Honorary Members, Directors and Committee Members and give notice of all meetings of the Local League, the Board of Directors, and Committees.
- (d) Maintain a current list of all Regular Members in good standing and determine the number of Regular Members needed to constitute a quorum.
- (f) Keep the minutes of the meetings of the Members, the Board of Directors, and the Executive Committee, and cause them to be recorded in a book kept for that purpose.
- (g) Conduct all correspondence not otherwise specifically delegated in connection with said meeting and shall be responsible for carrying out all orders, votes and resolutions not otherwise committed.
- (h) Notify Members, Directors, Officers and Committee Members of their election or appointment. Provide each of these individuals with a copy of the Local League Constitution.

SECTION 5

Treasurer – The Treasurer shall:

- (a) Perform such duties as are herein set forth and such other duties as are customarily incident to the Office of Treasurer or may be assigned by the Board of Directors.
- (b) Receive all moneys and securities, and deposit same in a depository approved by the Board of Directors.
- (c) Keep records for the receipt and disbursement of all moneys and securities of the Local League, including the Auxiliary, approve all payments from allotted funds and draw checks therefore in agreement with policies established in advance of such actions by the Board of Directors. All disbursements by check must have dual signatures.

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- (d) Prepare an annual budget, under the direction of the President, for submission to the Board of Directors by the December board meeting.
- (e) Prepare an annual financial report, under the direction of the President, for submission to the Membership and Board of Directors at the Annual Meeting, and to Little League International.
- (f) Make a full current monthly financial report to the Board of Directors at each scheduled meeting or as requested by the President.

SECTION 6

Player Agent – The Player Agent shall:

- (a) Record all player transactions and maintain an accurate and up-to-date record thereof.
- (b) Receive and review applications for player candidates and assist the President in verifying residence or school enrollment and age eligibility.
- (c) Conduct player evaluations, player draft, and all other player transactions or selection meetings.
- (d) Prepare the Player Agent's list.
- (e) Prepare the regular season schedules and reschedule games as necessary.
- (f) Prepare for the President's signature and submission to Little League Baseball, Incorporated team rosters, including players claimed, and the tournament team eligibility affidavit.
- (g) Notify Little League Baseball, Incorporated of any subsequent player replacements or trades.
- (h) Receive and review applications for Fall Ball Leagues, and special teams for tournaments. Oversee the selection of players for same.
- (i) Have such other duties as from time to time may be assigned by the President or the Board of Directors.

SECTION 7

Safety Officer – The Safety Officer shall:

- (a) Be responsible to create awareness, through education and information, of the opportunities to provide a safer environment for Players and all participants of Little League.
- (b) Develop and implement a plan for increasing safety of activities, equipment and facilities through education, compliance and reporting which may include:
 - 1. Education – Facilitate meetings and distribute information among participants including players, managers, coaches, umpires, league officials, parents, guardians, and other volunteers.
 - 2. Compliance – Promote safety compliance leadership by increasing awareness of the safety opportunities that arise from these responsibilities.
 - 3. Reporting – Define a process to assure that incidents are recorded, information is sent to league/district and national offices, and follow-up information on medical and other data is forwarded as available.
 - 4. Background Checks - If the League President so designates, the Volunteer coordinator will complete the required background checks per Little League Regulation I(b) and I(c)(8) & (9).

5. Training – If the League President so designates, the Safety Officer shall ensure that all individuals who submit the Volunteer Application complete the Abuse Awareness Training per Little League Regulation I(c)10 and as outlined in the Little League Child Protection Program.
6. Child Protection Program – If the League President so designates, the Safety Officer will ensure the league is compliant with all aspects of the Little League Child Protection Program.

SECTION 8

Information Officer – The Information Officer shall:

- (a) Manage the league's official home page.
- (b) Manage the online registration process.
- (c) Assign administrative rights to league volunteers and teams.
- (d) Ensure that league new and scores are updated on a regular basis.
- (e) Have such other duties as from time to time may be assigned by the President or the Board of Directors.

SECTION 9

- (a) Additional roles on the Board of Directors may include, but are not limited to: Coaching Coordinator, Commissioners, Volunteer Coordinator, Concessions Manager, Sponsors Coordinator, Special Events/Projects Coordinator, Equipment Manager, Property and Grounds Coordinator, Umpire-in-Chief, Uniforms Coordinator, At-Large Members
 - i. A maximum of four At-Large board members may be elected each year as needed by the Board of Directors. At-Large Members must be assigned a specific function when appointed by the Board of Directors. One of the At-Large positions on the Board shall be reserved for a member of the Reeves family, and one At-Large position shall be reserved for the Baldwinsville School District

SECTION 10

Managers and Committees may be established by the Board of Directors and may be filled by persons who do not serve on the Board of Directors but report to such. The need for and responsibilities of those positions will be reviewed annually and included in the Local League's Policies and Procedures.

ARTICLE VII – COMMITTEES

SECTION 1

Executive Committee

- a) The Executive Committee shall consist of at least seven Officers of the League, including the President, Vice President(s), Secretary, Treasurer, and Player Agent, as defined under ARTICLE V. The Umpire-in-Chief shall be a member of the Executive Committee if they meet the pre-requisites listed in Section 1(b), otherwise, they shall serve as a non-executive member of the Board of Directors. Other members of the Executive Committee can be appointed by the President, with Board of Directors approval, but shall maintain an odd number so as to ensure a simple majority can be reached in voting.
- b) For the protection of the Local League, a Board of Director may not serve as an Executive Committee member until completing one (1) year of service as a Board of Director in the previous

board year, and must attend 2/3 (67%) of all board meetings in the previous board year, pursuant to Article v, Section 1

- c) A Board of Director may not serve as an Executive Committee member of the local league if they are also a member of a leadership team or Board of Director of an outside youth baseball or softball travel organization.
- d) The Executive Committee shall advise with and assist the Officers of the Local League in all matters concerning its interests and the management of its affairs and shall have such other powers as may be delegated to it by the Board, but in no event will the Executive Committee have authority over the Board of Directors.
- e) A simple majority of the members of the Executive Committee shall constitute a quorum for the transaction of committee business. Matters brought before the Executive Committee shall be decided by a simple majority of the members present. Minutes of executive committee meetings shall be prepared and available to the Board of Directors for review.

SECTION 2

Standing Committees

The Board of Directors may appoint such Committees as it may deem necessary or desirable and may prescribe the powers and duties of each Committee in Policies and Procedures. Committee Chairs and members of the Committees shall have no vote on actions taken by the Board of Directors unless such individuals have been elected to the Board by the membership or have been elected to fill a vacancy on the Board.

Each committee shall be comprised of regular league members, at least one of which shall be a Board of Directors Member. The committee shall make proposals to discharge their various responsibilities to the entire Board through a Board Member on the committee. A Board Member is either elected to a Committee Chair and/or a Division Commissioner at the Annual Meeting or is assigned to a position by the President with Board concurrence.

Standing Committees may include, but are not limited to:

A. Commissioners:

- (a) There shall be a Board of Director Member elected or assigned as Commissioner for each of the following Divisions established by the League. A Commissioner may be elected or assigned to more than one Division. Where necessary, commissioner positions may be combined if the number of available directors requires it, or where the team count is small and consolidating the roles is possible. Additional divisions can be added.
 - i. Tee Ball
 - ii. Adult/Machine Pitch "A"
 - iii. Baseball Minors "AA"
 - iv. Baseball Minors "AAA"
 - v. Baseball Majors
 - vi. Junior/Senior Baseball
 - vii. Softball Minors
 - viii. Softball Majors
 - ix. Junior/Senior Softball

(b) Each commissioner shall:

- i. Be on the Managers and Coaches Committee (see ARTICLE IX, Section J)
- ii. Review the Local Division rules for the Board of Directors consideration.
- iii. Hold a pre-season managers and coaches meeting for their Division.
- iv. Coordinate practice schedules, weekly league standings, and as needed record pitch counts.
- v. If requested by the Board, organize field preparation, maintenance, and grooming for the playing files assigned to their Division.
- vi. Convey to the Managers and Coaches in their Division any information from the Board of Directors.

- B. **Annual Review Committee:** The Board of Directors will appoint three members to the Annual Review Committee. The President, Treasurer and Signatories of checks are not eligible. The Annual Review Committee will review the League's books, records and practices annually prior to the end of the calendar year and attach a statement of their findings to the Annual Financial Statement of the President and Treasurer. It may, if directed by the Board of Directors, secure the services of a certified public accountant to accomplish such review.
- C. **Building, Property and Grounds/ Committee:** The Board Member in charge of Building, Property and Grounds shall be responsible for the care and maintenance of the playing fields, buildings and grounds owned by or used by the League. This committee shall also make recommendations to the Board for repair and maintenance, other than normal maintenance, and shall operate within the approved budget.
- D. **Special Events/Capital Projects:** Shall develop, review and evaluate capital improvement projects for the League and make recommendation to the Board of Directors. Also, will coordinate special League events.
- E. **Communication Committee:** Shall consists of Information Officer and at least two other members. Responsible for coordinating any public facing communications such as but not limited to: LL website maintenance, registration or other league wide mailers, social media account(s), web streaming, and obtaining releases for publishing player information or pictures using any media outlet.
- F. **Concession/Concessions Committee:** Coordinate the operation of the Concession Stand. The Board shall approve all actions of the Concession Committee.
- G. **Constitution Committee:** Annual review of the constitution to update new president (as applicable) and any required changes in the constitution.
- H. **Equipment Committee:** The Board member in charge of equipment shall be responsible for the playing equipment of the League. Subject to Board approval, equipment conforming to Little League specifications shall be purchased based on the normal wear and tear, damage replacement and in quantities to satisfy the number of teams anticipated in the subsequent season. The Equipment Manager and Committee shall accurately inventory the Leagues equipment for submission to the Board at the Annual Meeting.
- I. **Managers and Coaches Committee:** Shall consist of the President, Vice Presidents, Umpire-in-Chief, and all Division Commissioners. The committee shall perform the following duties:
 - a. Recruit all Managers and Coaches
 - i. Recommend a list of candidates to the President for approval by a majority vote of the Board of Directors. (see Baldwinsville Little League Bylaws).

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- ii. The Board of Directors shall approve all Managers and Coaches, in Divisions that draft team rosters, after player registrations and before the player tryouts and drafts are conducted for those divisions.
 - b. Certify Managers and Coaches. All managers and coaches should obtain some type of training to coach in the League. The training should cover coaching techniques for Little Leaguers, Little League Rules and Regulations, and Safety. All Managers and Coaches shall be encouraged to take advantage of this.
 - c. During the season monitor and evaluate Managers and Coaches and prepare a report for presentation to the Board of Directors.
 - d. All Managers and Coaches will agree to abide by the Little League Rules and Regulations and the Policies of the Board of Directors. They shall be notified of the Disciplinary Policy in ARTICLE III of this Constitution by the Managers and Coaches Committee in writing prior to the start of the playing season.
- J. **Nominations Committee:** Shall consist of the three Directors and two appointed Regular Members. The Nominating Committee shall investigate and consider eligible candidates and submit at the annual meeting a slate of candidates for the Board of Directors.
- K. **Parks & Town Committee:** As required by the Baldwinsville Little League Operations Agreement with the Towns of Lysander and Van Buren, and the Village of Baldwinsville. Shall consist of the President and at least one other person assigned by the Board of Directors.
- L. **Protest Committee:** The League shall have a Protest Committee whose members shall be the President, the Player Agent, the Umpire-in-Chief, the Division Commissioner of the teams involved in the protest, and one other Director approved by the Board who is not a Manager, Coach or Umpire. The committee shall hear and resolve protested games.
- M. **Rules Committee:** Shall consist of the Commissioners, Player Agent(s) and Umpire-in-Chief.
- N. **Sponsors Committee:** The Sponsors Committee shall propose sponsors fee levels for submission to the Board and shall arrange sponsorships for all teams at all levels. Sponsors shall have no direct or indirect control of their teams but shall benefit from the League's acknowledgement of the team bearing their name. The sponsors committee shall also be responsible for obtaining advertisement for the League through any appropriate means subject to Board approval.
- O. **Uniform Committee:** The Board member in charge of uniforms shall be responsible for the uniforms and awards of the League. Subject to Board approval, uniforms conforming to Little League specifications shall be purchased in quantities to satisfy the number of players/teams anticipated for the season, for tournaments, and for fall ball.
- P. **Volunteer Committee:** Volunteer Coordinator and others that might be appointed. Proactively seek volunteers as needed for the League. Additionally, confidentially verify all Little League Volunteer Applications for Baldwinsville Little League by:
- a. Conduct an annual background check of the National Sex Offender Public Registry and/or other Little League approved registries for all Board of Directors members, managers, coaches, umpires and other volunteers, as well as paid workers, who come into regular contact with players. Background checks may include a Google name search, or search of social media accounts and activity.
 - b. Shall request any individual whose background checks reveal a conviction or guilty plea for any crime involving or against a minor to withdraw his/her application from consideration or ask that individual for clarification.
 - c. Once the background check is verified and completed, report to the Board the status of the background check.

ARTICLE VIII – GENERAL MEMBERSHIP MEETINGS

SECTION 1

Definition – A General Membership Meeting is any meeting of the membership of the league which is called in accordance with this Constitution. A minimum of one meeting per year (Annual Meeting, see Section 7) is required. General Membership Meetings may be held in-person and/or by other electronic means which allow for full participation by all Members.

SECTION 2:

Meeting Frequency -

- (a) **Annual Meeting:** Beginning in 2026, the annual meeting of the members of the league shall be held on the third Sunday of October. The date and time of the Annual Meeting shall be set by the outgoing President no later than September 30th. The purpose of the Annual Meeting is for electing officers and directors, receiving year-end reports, and for the transaction of such business as may properly come before the meeting. The meeting will be publicly announced at least two weeks in advance on the League's website.
- (b) **Board of Director's Meetings:** The Board of Directors shall meet once each month and at other times as called for by the President. The League Secretary shall notify all members of the Board who are present of the next meeting's time and location at the end of a particular month's meeting, by mail and/or by e-mail. The meetings are open to all Regular Members, except when personnel issues are discussed. Board meetings may be held in person or virtually.
- (c) **Special Board Meetings:** Special Meetings may be called by any member of the Board with the President's concurrence or by concurrence of one-half of the Board of Directors. The League Secretary shall notify all members of the Board of the special board meeting's time and location by mail or by e-mail.

SECTION 3

Notice –

- (a) **Annual Meeting** - Notice of the annual meeting shall be delivered by mail or electronically at least (2) weeks in advance of the meeting, setting forth the place, time, and purpose of the meeting.
- (b) **Board of Directors Meeting/Special Board Meetings** - Notice of every Board meeting shall be given by the Secretary personally, electronically or by mail to each Director at a minimum five (5) calendar day(s) before the time appointed for the meeting to the last recorded address of each Director.

SECTION 4

Quorum –

- a) For the purposes of the Annual Meeting, a quorum is defined as the number of Regular Members present that are equal to two-thirds of the number of the outgoing Board of Directors members, and these Regular Members must be present in-person to conduct the Annual Election.
- b) For the purposes of a Board of Directors and Special Board Meetings, a quorum is defined as simple majority of the members of the Board of Directors present in person to conduct business.

SECTION 5

Voting:

- A. **Annual Meeting** – Only Regular Members in good standing shall be entitled to attend, make motions, and vote at the Annual Meeting.
- B. **Board of Directors Meetings** - Only duly elected Board of Director members may vote on any matter brought before the Board. Matters are decided by a simple majority, except for matters pertaining to Article III, Section 5. If agreed upon, the Board may vote on matters by paper ballot. Note that a board member that occupies more than one board position is still only entitled to one vote.
- C. **Abstention from voting:** All members of a leadership team, Board of Directors, or Head Coach of an outside youth baseball or softball travel organization must abstain from Baldwinsville Little League votes pertaining to matters regarding ANY outside youth baseball or softball travel organization.

SECTION 6

Absentee Ballot/Proxies –

- (a) **Annual Meeting** - For the annual meeting, since the ballot of candidates can be changed at the meeting, absentee/proxy voting will not be permitted.
- (b) **Board of Directors Meetings/Special Board Meetings** - For regular matters, each Board Member is entitled to one vote. Email and proxy balloting is allowed within three (3) days of original vote. Note that a board member that occupies more than one board position is still only entitled to one vote.

SECTION 7

Order –

The President or Meeting Chairperson shall have the authority to rule in accordance with Roberts Rules of Order. The order of business shall be as follows:

- Roll Call
- Reading of the Minutes of the Last Meeting
- Reports of Standing Committees
- Officers' Reports
- Old Business
- New Business

SECTION 8

Annual Meeting of the Members – The Annual Meeting of the Members of the Local League shall be held on the third Sunday of October each year for the purpose of electing the Board of Directors, receiving reports, reviewing the Constitution, appointing committees, and for the transaction of such business as may properly come before the meeting. The date, time, and place of the meeting shall be announced at minimum (2) two weeks before the date of the meeting.

- (a) The Membership shall receive at the Annual Meeting of the Members of the Local League a report, verified by the President and Treasurer, or a majority of the Directors, showing:

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- i. The condition of the Local League, to be presented by the President or his/her designee.
- ii. A general summary of funds received and expended by the Local League for the previous year, the amount of funds currently in possession of the Local League, and the name of the financial institution in which such funds are maintained.
- iii. The whole amount of real and personal property owned by the Local League, where located, and where and how invested.
- iv. For the year immediately preceding, the amount and nature of the property acquired, with the date of the report and the manner of the acquisition, the amount applied, appropriated, or expended, and the purposes, objects, or persons to or for which such applications, appropriations or expenditures have been made.
- v. The names of the persons who have been admitted to Membership in the Local League during the preceding year.
- vi. This report shall be filed with the records of the Local League and entered in the minutes of the proceedings of the Annual Meeting. A copy of such report shall be forwarded to Little League International.

(b) At the Annual Meeting, the Regular Members shall elect the Board of Directors.

- i. All candidates interested in pursuing a position on the Board of Directors must declare their intention/interest in running for a position in writing at a minimum of (7) seven days prior the Annual Meeting to the League Secretary, who will forward to the Nomination Committee. Candidates for Board of Director positions must provide volunteer application and submit to background check prior to Annual Meeting within 7-day window of election.
- ii. Candidates for Officers on the Executive Committee are subject to the eligibility guidelines outlined in Article VI. Section 1.
- iii. Roll call and regular member validation will take place prior to the start of the annual meeting. Only validated regular members will be allowed to vote at the annual meeting.
- iv. All new candidates must be present at the annual meeting to be considered for a role.
- v. If the total number of Board candidates exceeds the number of available Board positions, then those Board candidates receiving the most votes will be considered elected to the Board. Regular Members may only cast a number of votes equal to or less than the board positions available. In the event of a tie in the number of votes received by two or more Board candidates for unfilled Board seats, a run-off election, in which all Members may vote, will be held for the tied Board candidates.
- vi. After the election, the Board of Directors shall assume the performance of its duties immediately upon election. The Board's term of office shall continue until its successors are elected and qualified under this section at the next annual meeting.

SECTION 9

Board of Directors Meetings – Regular meetings of the Board of Directors shall be held immediately following the Annual Meeting and, on such days, thereafter as shall be determined by the Board.

- (a) The President or Secretary shall at the request in writing of 3 (three) Directors issue the call for a Special Board Meeting. In the case of Special Board Meetings, such notice shall include the purpose of the meeting and only matters so stated in such notice may be acted upon at the Special meeting. Meetings of the Board of Directors may be held in-person and/or by telephonic or electronic means and such means shall be clearly stated in any meeting notice.

- (b) Notice of every Board meeting shall be given by the Secretary personally, electronically or by mail to each Director at a minimum five (5) calendar day(s) before the time appointed for the meeting to the last recorded address of each Director.
- (c) At any meeting of the Board of Directors, the presence of a simple majority of the Board of Directors shall constitute a quorum for the transaction of regular business. If a quorum is not present, no business shall be conducted.
- (d) Only members of the Board of Directors may make motions and vote at meetings of the Board of Directors. However, the Board of Directors may invite, admit, and recognize guests for presentations or comments during Board meetings.

SECTION 10

Special General Membership Meetings – Special General Membership Meetings may be called by the Board of Directors, by the Secretary or President at their discretion. Additionally, upon the written request of a minimum of five (5) Members, the President or Secretary shall call a Special General Membership Meeting to consider the subject specified in the request. No business other than that specified in the notice of the Special General Membership Meeting shall be transacted at any Special General Membership Meeting. Such Special General Membership Meeting shall be scheduled to take place not less than five (5) calendar days after the request is received by the President or Secretary.

ARTICLE IX – AFFILIATION

SECTION 1

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

SECTION 2

The Official Playing Rules and Regulations as published by Little League Baseball, Incorporated shall be binding on the Local League.

SECTION 3

The local rules, ground rules and/or bylaws of the Local League shall be adopted by the Board of Directors at a meeting to be held not less than one month before the first scheduled game of the season, but shall in no way conflict with the Rules, Regulations and Policies of Little League Baseball, Incorporated, nor shall they conflict with this Constitution. The local rules, ground rules and/or bylaws of this Local League shall expire at the end of each playing season and are not considered part of this Constitution.

ARTICLE X – FINANCIAL AND ACCOUNTING

SECTION 1

Authority – The Board of Directors shall decide all matters pertaining to the finances of the Local League and it shall place all income including auxiliary funds, in a common league treasury, directing the expenditure of funds in such manner as will give no individual or team an advantage over those in competition with such individual or team.

SECTION 2

Contributions – The Board shall not permit the contribution of funds or property to individual teams but shall solicit funds for the common treasury of the Local League, thereby to discourage favoritism among teams and to endeavor to equalize the benefits of the Local League.

SECTION 3

Solicitations – The Board shall not permit the solicitation of funds in the name of Little League Baseball, Incorporated unless all funds so raised be placed in the Local League treasury.

SECTION 4

Disbursements and Authorizations –

Disbursements – The Board shall not permit the disbursement of Local League funds for other than the conduct of Little League activities in accordance with the Rules, Regulations, and Policies of Little League Baseball, Incorporated. All disbursements shall be made by check, cash, or league credit card, or league debit card. All checks shall be signed by both the Local League Treasurer and such other officer or officers, or person or persons, as the Board of Directors shall determine.

Authorizations – Prior authorization by the League Executive Committee, as authorized by the Board of Directors, shall be required for budgeted line-item expenditures, purchase orders, new contracts, new and existing charge accounts, non-perishable foods and capital improvements projects for amounts of \$1,000.00 or greater. This shall include expenditures from any account with funds raised in the name of Little League. To facilitate this procedure a minimum of three (3) written quotes (emails and faxes will be accepted) shall be submitted to the Treasurer. The committee shall meet to review the submitted price quotes and vote to approve one or reject all three. A simple majority of committee members shall be required to accept a price quote and approve the expenditure of funds. The Treasurer shall report all expenditures authorized by the committee at the next duly constituted meeting of the Board of Directors. Non-negotiable fees, such as Little League Baseball fees, District 8 fees, existing contracts, perishable food items and emergency situation shall be exempt from this authorization procedure.

SECTION 5

Financial Conflict of Interest – No Board member authorized to disburse funds may be the spouse or family relative of the Local League President or Treasurer or have direct access to league funds without the approval of the majority of the Board of Directors with such vote recorded in the minutes. The use of a league credit or debit card is permitted, and the card is returned to the Local League President, Treasurer, or Chairman of the Audit Committee with receipt for all purchases made within three (3) days of the purchase date.

SECTION 6

Reporting – A financial status report of the League shall be presented at each monthly Board of Directors Meeting.

SECTION 7

Compensation - Unless otherwise noted, no Director, Officer, or Member of the Local League shall receive, directly or indirectly any salary, compensation, or payment from the Local League for services rendered as Director, Officer, or Member. Exception: As required, the concessions board member may simultaneously be hired and paid to manage the activities of the concession stand.

SECTION 8 \

Deposits - All moneys received, including sponsorship and fundraising, shall be deposited into the financial account of the Local League which must be a federally insured bank or other certified financial institution as determined by the Board. The establishment of the Local League account or change of account must be noted in the board minutes. Funds received must be deposited within five working days of receipt. The League Treasurer must receive the receipts of all bank transactions.

Bank Authorization – The Local League will execute bank signature authorization for the President and/or their designee and the Treasurer. Debit cards will be made available to the Treasurer, Concessions Manager, Property and Grounds, and President, and/or their designee(s), to be used for Local League operating expenses.

Handling of Cash The Local League maintains the ability for customers to pay for concessions in cash. With the exception of customer transactions during concessions operations, only members of the Executive Committee and the Concessions Manager will be authorized to handle cash for the Local League. Cash count reconciliation from concessions operations must be completed before the next day of operations; where weather-related cancellations, holidays, or other extenuating circumstances make this impossible, the President and Treasurer must be notified before concessions operations resume so the reconciliation can be done as soon as practicable, ideally within 48 hours of notification.

Designees – For the purposes of Article IX, Section 8, any and all designees must be named and approved by a vote of the Board of Directors.

SECTION 9

Fiscal Year – The fiscal year of the Local League shall begin on October 1 and shall end on September 30.

ARTICLE XI - DISSOLUTION

The League may be dissolved on a two-thirds vote of the current Board of Directors. Upon dissolution of the Local League program for any reason and after all outstanding debts and claims have been satisfied, the Regular Members may either direct the remaining property of the Local League to another chartered Little League program in good standing with Little League Baseball, Incorporated or may direct the funds to Little League Baseball, Incorporated.

ARTICLE XII – AMENDMENTS

This Constitution may be amended, repealed or altered in whole or in part by a simple majority vote at any duly convened meeting of the Board of Directors, provided that notice of the proposed change(s) is (are) included in the Meeting Announcement and presented to the Regular Members for at least two weeks on the BLL web site. Little League Baseball Incorporated must be notified for approval of any draft changes in the Constitution before implementation. All Regular Members can vote.

This Constitution was approved by the Local League Membership on 11-9-25

President's Name (Printed)

President's Signature

Little League ID No.02320804

Little League Baseball, Incorporated does not limit participation in its activities on the basis of disability, race, creed, color, national origin, gender, sexual preference or religious preference.