

# 2023/2024 Huntington West Little League CONSTITUTION

## ARTICLE I - NAME

This organization shall be known as the **Huntington West Little League, Incorporated**, hereinafter referred to as "Local League."

## ARTICLE II - OBJECTIVE

### SECTION 1

The objective of the Local League shall be to implant firmly in the children of the community the ideals of good sportsmanship, honesty, loyalty, courage and respect for authority, so that they may be well adjusted, stronger and happier children and will grow to be good, decent, healthy and trustworthy citizens.

### SECTION 2

To achieve this objective, the Local League will provide a supervised program under the Rules and Regulations of Little League Baseball, Incorporated. All Directors, Officers and Members shall bear in mind that the attainment of exceptional athletic skill or the winning of games is secondary, and the molding of future citizens is of prime importance. In accordance with Section 501(c)3 of the Federal Internal Revenue Code, the Local League shall operate exclusively as a non-profit educational organization providing a supervised program of competitive baseball games. No part of the net earnings shall inure to the benefit of any private shareholder or individual; no substantial part of the activities of which is carrying on propaganda, or otherwise attempting to influence legislation, and which does not participate in or intervene in any political campaign on behalf of any candidate for public office.

## ARTICLE III - MEMBERSHIP

### SECTION 1

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

### SECTION 2

**Classes** - There shall be the following classes of Members:

- (a) **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.
- (b) **Regular Members.** Regular Members of the League automatically include the Parent or Guardian who registers a player, all current Managers, Coaches of Record, Volunteer Umpires, Board Members, Officers of the Board and any other person who is recognized by the Board as a volunteer in the Local League, including those volunteers with the following titles: Umpire In Chief, Equipment Manager, Chief Scorekeeper, League Team Mom, Field Maintenance Manager, Sponsorship/Donations Chairperson, Fundraising Chairperson, Trophies Chairperson, Angel Day Coordinator, Yearbook Chairperson, Picture Day Chairperson, Snack Bar Manager, Team Parents, Information Officer. Any adult person actively interested in furthering the objectives of the Local League may become a Regular Member upon registering a player or volunteering. Regular Members may be issued a card numbered in sequential order annually. The secretary shall maintain the roll of membership to qualify voting members. Only Regular Members in good standing are eligible to vote at General Membership Meetings. Individuals who qualify under multiple classifications only get one vote. All Officers, Board Members, Committee Members, Managers, Coaches, Volunteer Umpires and other elected or appointed officials must be active Regular Members in good standing.

- (c) **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.
- (d) **Sustaining Members.** Any person, not a Regular Member, who makes a financial or other contribution to the Local League, may by a majority vote of the Board of Directors become a Sustaining Member. Such person shall have no rights, duties or obligations in the management or in the property of the Local League.
- (e) As used hereinafter, the word "Member" shall mean a Regular Member unless otherwise stated.

### SECTION 3

#### **Other Affiliations.**

- (a) 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.
- (b) Regular Members should not be actively engaged in the promotion and/or operation of any other baseball program unless approved by the Executive Board.

### SECTION 4

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

- (a) The Executive Board of Directors, by a two-thirds vote of those present at any duly constituted Board meeting, shall have the authority to discipline, suspend or terminate the membership of any Member of any class, including Managers and Coaches, when the conduct of such person is considered detrimental to the best interests of the Local 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.
- (b) The Executive Board of Directors shall, in case of a Player Member, give notice to the Manager of the team for which the Player is a Player Member. Said Manager shall appear, in the capacity of an adviser, with the player before the Executive Board of Directors or a duly appointed committee of the Board of Directors. The player's parent(s) or legal guardian(s) may also be present. The Executive Board of Directors shall have full power to suspend or revoke such players right to future participation by two thirds vote of those present at any duly constituted meeting (a quorum is required).

## ARTICLE IV - DUES FOR REGULAR MEMBERS (NOT PLAYERS)

### SECTION I

Dues for Regular Members may be fixed at such amounts as the Board of Directors shall determine for a particular fiscal year. (See Article XI, Section 7 for final year of this league.) **Note:** Dues for Regular members are separate from registration fees for Player members, which are determined annually by the Board of Directors in accordance with Regulation VIJ I (c). If no dues for Regular Membership are collected, Section 2 below does not apply.

### SECTION 2

Regular Members who fail to pay their fixed dues within ten (10) days of application to become a member may, by majority vote of the Board present at a Board meeting, be dropped from the rolls and shall forfeit all rights and privileges of membership. Application means ten (10) days after your child's registration or any person, without a child player, until the close of Opening Day. Membership after these dates may be approved verbally by a quorum of the Board and the President.

## ARTICLE V - GENERAL MEMBERSHIP MEETINGS

### SECTION 1

**Definition** - A General Membership Meeting is any meeting of the Membership of the League (including Special General Membership Meetings see Section 7). A minimum of one per year (Annual Meeting see Section 6) is required.

### SECTION 2

**Notice of Meeting** - Notice of each General Membership Meeting shall be delivered personally, electronically or by mail to each Member at the last recorded address at least twenty one (10) days in advance of the meeting, setting forth the place, time and purpose of the meeting.

### SECTION 3

**Quorum** - At any General Membership Meeting, the presence in person or representation by absentee ballot of one fifth (20 percent) of the members, shall be necessary to constitute a quorum. If a quorum is not present, no business shall be conducted.

### SECTION 4

**Voting** - Only Regular Members shall be entitled to make motions and vote at General Membership Meetings. However, the Board of Directors may invite, admit and recognize guests for presentations or comments during General Membership Meetings. (Those eligible to take part at meetings of the Board of Directors are described in Article VI Section 4.)

### SECTION 5

**Absentee Ballot** - For the expressed purpose of accommodating a Regular Member in good standing who cannot be in attendance at the Annual Meeting, or any General Membership Meeting at which new Board members will be elected, an absentee ballot may be requested and obtained from the Secretary of the League. The absentee ballot shall be properly completed, signed and returned in a sealed envelope to the Secretary prior to the date of the election. The Secretary shall present all absentee ballots to the Election Chairman (appointed at the meeting) on the date of the meeting, prior to the voting portion of the election process.

### SECTION 6

**Annual meeting of the Members** - The Annual Meeting of the Members of the Local League shall be held on the scheduled Closing Day of Spring Season each year at 9am and to be held at the Robinwood Little League Fields for the purpose of electing new Members, 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.

(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 by a majority of the Directors. Showing:

1. The condition of the Local League, to be presented by the President or his/her designate.
2. 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.
3. The whole amount of real and personal property owned by the Local League where located, and where and how invested.

4. 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.
  5. The names of the persons who have been admitted to regular membership in the Local League during such year. 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 Headquarters.
- (b) At the Annual Meeting, the newly elected Board Members who received fifty percent (50%) plus 1 vote shall determine the number of Directors to be elected for the ensuing year and shall elect such number of Directors. The number of Directors elected shall be not less than six (6).

3

- (c) After the Board of Directors is elected, the Board shall meet to elect the officers. After the election, Board of Directors assume performance of their duties on August 1st each year and shall continue in office for one full year or until their successors have been duly elected and qualified under this section.
- (d) The Officers of the Board of Directors shall include, at a minimum, the President, one or more Vice Presidents, Treasurer, Secretary, one or more Player Agents, a Safety Officer and an Information Officer. The Board shall also include a minimum of one Manager and the Umpire in Chief (UIC). Only volunteer Umpires to be elected to the Board

## **SECTION 7**

**Special General Membership Meetings** - The Board of Directors, the Secretary or President may call special General Membership Meetings of the Members at their discretion. Upon the written request of twenty (20) 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 meeting shall be transacted at any Special General Membership Meeting. Such Special General Membership Meeting shall be scheduled to take place not less than thirty (30) days after The President or Secretary receives the request.

## **SECTION 8**

**Rules of Order** - Rules of Order for General Membership Meetings and regular meetings of the Board of Directors. Robert's Rules of Order shall govern the proceedings of all General Membership Meetings except where it conflicts with this Constitution of the Local League.

# **ARTICLE VI - BOARD OF DIRECTORS**

## **SECTION 1**

**Authority** - The management of the property and affairs of the Local League shall be vested in the Board of Directors.

## **SECTION 2**

**Increase in number** - 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 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 or represented by a properly executed and signed absentee ballot filed with the Secretary prior to the election meeting.

## **SECTION 3.**

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

## **SECTION 4**

- Board Meetings, Notice and Quorum** - 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 the Secretary may, whenever they deem it advisable, or the Secretary shall at the request in writing of three (3) Directors, issue a call for a Special Board Meeting. In the case of Special Board Meetings, such notice shall include the purpose of the meeting and no matters not so stated may be acted upon at the meeting.
- (b) Notice of each Board meeting shall be given by the Secretary personally, electronically or by mail to each Director at least two (2) days before the time appointed for the meeting to the last recorded address of each Director.
- (c) Fifty percent plus 1 Members of the Board of Directors shall constitute a quorum for the transaction of business. If a quorum is not present, no business shall be conducted.
- (d) Only members of the Executive 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.

4

- (e) A Executive Director must attend 60% of the Board Meetings in order to be eligible to vote for the All-Star managers and coaches.

(f) If there are not enough Managers and/or Coaches for the All-Star Teams, the Executive Board can appoint one they deem suitable for the role.

## SECTION 5

**Duties and Powers** - The Board of Directors shall have the power to appoint such standing committees as it shall determine appropriate and to delegate such powers to them, as the Board shall deem advisable and which it may properly delegate.

- (a) The Board may adopt such rules and regulations for the conduct of its meetings and the management of the Local League as it may deem proper, provided such rules and regulations do not conflict with this Constitution.
- (b) The Board shall have the power by a two-thirds vote of those present at any regular Board or Special Board Meeting to discipline, suspend or remove any Director or Officer or Committee Member of the Local League in accordance with the procedure set forth in Article III, Section 4 (a,b).

## SECTION 6

**Rules of Order for Board Meetings** - Robert's Rules of Order shall govern the proceedings of all Board of Directors meetings, except where same conflicts with this Constitution of the Local League.

# ARTICLE VII - DUTIES AND POWERS OF THE BOARD

## SECTION I

**Appointments** - 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, 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) Designate in writing other officers, if necessary, to have power to make and execute for/and in the name of

the Local League such contracts and leases they may receive and which have had prior approval of the Board.

- (f) Investigate complaints, irregularities and conditions detrimental to the Local League and report thereon to the Board or Executive Committee as circumstances warrant.
- (g) Prepare and submit an annual budget to the Board of Directors and be responsible for the proper execution thereof.
- (h) With the assistance of the Player Agent examine the application and support proof of age documents of every player candidate and certify to residence and age eligibility before the player may be accepted for tryouts and selection.
- (i) Complete the required background checks per Little League International Regulations I (b) and I (c) 8 & 9; or delegate this responsibility to the League's 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 so to act. When so acting, the Vice President shall have all the powers of that office.

5

- (b) Perform such duties as from time to time may be assigned by the Board of Directors or by the President.
- (c) Obtain necessary permits; establish League Field availability schedules and provide schedules to league Divisional Vice Presidents.

**Vice President Upper Division (Minor B, Minor A, Majors)** - The Vice President of Upper Division shall: (a) Oversee the Head Scorekeeper's staff and ensure the standings through the League Scorekeeper are posted and accurate.

- (b) Establish Training Clinic schedules and attendance records of Team Managers and Coaches. (c) Conduct evaluation of Managers through membership feedback, and direct observation and provide results two (2) weeks prior to the completion of the regular season.
- (d) Execute Manager disciplinary actions as determined by the Board of Directors and/or League By-Laws and Standing Rules.
- (e) Maintain a list of approved practice facilities and team practice schedules.
- (f) Establish and maintain League Team Schedules for league play, make-up's, and playoffs and give to Umpire in Chief.
- (g) Support the League Player Agent in the conduct of Try Outs.
- (h) Maintain communication with the Managers and players of upcoming League Events through the League Team Mom.

**Vice President Lower Division (Minor C, Farm, Tball)** - The Vice President of Lower League shall: (a) Establish Training Clinics schedules and attendance records of Team Managers and Coaches. (b) Conduct evaluation of Managers through membership feedback, and direct observation and provide results two (2) weeks prior to the completion of the regular season.

- (c) Execute Manager disciplinary actions as determined by the Board of Directors and/or League By-Laws and Standing Rules.
- (d) Establish and maintain League Team Schedules.
- (e) Maintain a list of approved practice facilities and team practice schedules.
- (g) Support the League Player Agent in the conduct of Try-outs
- (h) Maintain communication with the managers and players of upcoming events through the League Team Mom.

### **SECTION 4**

**Secretary** - The Secretary shall:

- (a) Be responsible for recording the activities of the Local League and maintain appropriate files, mailing 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) Issue membership cards to Regular Members, if approved by the Board of Directors. (e) Keep the minutes of the meetings of the Members, the Board of Directors and the Executive Committee, and record in a book kept for that purpose.
- (c) 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.
- (g) Notify Members, Directors, Officers and committee members of their election or appointment.
- (h) Keep record of all votes for one (1) year.

## **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 monies and securities, and deposit same in a depository approved by the Board of Directors. (c) Keep records for the receipt and disbursement of all monies 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.
- (d) Prepare an annual Budget, under the direction of the President, for submission to the Board of Directors at the Annual 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 Headquarters.
- (f) Establish and execute a League donations program to include independent donations from outside organizations for league improvements, league operations, raffles and all contributions. (g) Provide a Financial Statement to the Board of Directors at the first Board Meeting of each month.

## **SECTION 6**

**Upper Division Player Agent, (Minor B, Minor A, Majors, Juniors)** - The Upper Division 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 and age eligibility.
- (c) Conduct the Try Outs, the player draft and all other player transaction or selection meetings.
- (d) Prepare the Player Agent's list.
- (f) Prepare for the Presidents signature and submission to Little League Headquarters, team rosters, including players claimed, and the tournament team eligibility affidavit.
- (g) Notify Little League Headquarters of any subsequent player replacements or trades. (h) Provide League team size (number of teams per Division) recommendations to the Board of Directors and to the President within three (3) days of completion of Try Outs.
- (h) Ensure league team balance through a balanced draft, trades and player moves.
- (i) Maintain a player evaluation for purposes of maintaining league balance.
- (j) Attempt to resolve differences between the family, player, and team within the guidelines of the league structure.
- (k) Determine All-Stars eligibility and present affidavit to President for approval.
- (l) Conduct All-Stars balloting/selection.
- (m) Support Safety Officer in the resolution of Player safety related issues, maintain player eligibility based on Safety Officer determinations.

## **SECTION 6.2**

**Lower Division Player Agent, (Minor C, Farm, T-Ball)** - The Player Agent of Lower Division 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 and age eligibility. (c) Conduct the placement of players. (d) Prepare the Player Agents list. (e) Prepare for the President's signature and submission to Little League Headquarters, team rosters, including players claimed, no later than one (1) week after completion of placement. (f) Notify Little League Headquarters of any subsequent player replacements or trades. (g) Provide League Team size (Number of Teams per Division) recommendations to the Board of Directors and the President seven (7) days after close of registration. (h) Ensure league team balance through player trades. (i) Attempt to resolve differences between the family, player, and team within the guidelines of the League structure. (j) Support Safety Officer in the resolution of Player Safety related issues, based on Safety Officer determinations. (k) Conduct annual evaluation of player progress and provide results to the league. Evaluation should be conducted by Team.

## 7

### 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 youngsters and all participants of Little League Baseball.
- (b) Develop and implement a plan for increasing safety of activities, equipment and facilities through education, compliance and reporting. In order to implement a safety plan using education, compliance and reporting, the following suggestions may be utilized by the Safety Officer:
  - (1) Education - Should facilitate meetings and distribute information among participants including players, Managers, coaches, umpires, league officials, parents, guardians and other volunteers.
  - (2) Compliance - Should promote safety compliance leadership by increasing awareness of the safety opportunities that arise from these responsibilities.
  - (3) Reporting - Define a process to assure that incidents are recorded, information is sent to League/District and National offices, and follow-up information on medical and other data is forwarded as available.

### SECTION 8

**Coaching Coordinator** - The Coaching Coordinator shall:

- (a) Represent Managers/Coaches in the League.
- (b) Present a Manager/Coach training budget to the Board.
- (c) Gain the support and funds necessary to implement a League-wide training program.
- (d) Order and distribute training materials to Managers, Coaches and Players.
- (e) Coordinate mini-clinics as necessary.
- (f) Serve as the contact person for Little League and its Manager/Coach Education Program for the League.

### SECTION 9

**League Information Officer** - The League Information Officer shall:

- (a) Manage the League's official website.
- (b) Ensure that League rosters are maintained on the site.
- (c) Assign administrative rights to League volunteers and teams subject to the Presidents approval.
- (d) Ensure that news and scores are updated on a regular basis.
- (e) Collect, post and distribute important information on League activities including direct dissemination of fundraising and sponsor activities to Little League Baseball, District, Public League Members and media.



- (f) Serve as primary contact person for Little League International and the **League's website** regarding optimizing use of the internet for League administration and for distributing information to League members and to Little League Baseball.
- (g) Inform League Team Mom of upcoming events and information so she may inform Managers of such events.

#### **SECTION 10**

**Sponsorship Coordinator** - The Sponsorship Coordinator shall:

- (a) Provide banners for sponsors of \$250 and greater.
- (b) Provide plaques for sponsors
- (c) Facilitate any new sponsor inquiries.
- (d) Provide information to each spring team explaining sponsorship requirements for the season.

#### **SECTION 11**

**Umpire-In-Chief** - The Umpire-In-Chief shall:

- (a) Recruit, train, and schedule a staff of umpires;
- (b) Review, analyze, and recommend local rules to the Board;
- (c) Act as the official umpire liaison inter- and intra-District;
- (d) Oversee the Equipment Officer, and in conjunction with the Safety Officer develop and implement a plan for increasing the safety of activities, equipment and facilities through education, compliance and programs;

8

- (e) Ensures all umpires are properly equipped and that league-provided equipment is complete and functional.

### **ARTICLE VIII - EXECUTIVE COMMITTEE**

#### **SECTION 1**

The Board of Directors may appoint an Executive Committee which shall consist of not less than three (3) and no more than five (5) Directors, one of whom shall be the President of the Local League.

#### **SECTION 2**

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.

#### **SECTION 3**

At any meeting of the Executive Committee, a majority of the total number of members then in office shall constitute a quorum for the transaction of business, and the act of a majority present at any meeting at which there is a quorum shall be the act of the Committee.

### **ARTICLE IX - OTHER COMMITTEES AS NEEDED**

#### **SECTION I**

**Nominating Committee** - The Board of Directors may appoint a Nominating Committee consisting of three (3) Directors and other appointed Regular Members. The Committee shall investigate and consider eligible candidates and submit at the Annual Meeting a slate of candidates for the Board of Directors. The Committee shall also submit for consideration by the Board of Directors a slate of Officers and Committee Members.

#### **SECTION 2**

**Membership Committee** - The Board of Directors may appoint a Membership Committee consisting of three (3) Directors and other appointed Regular Members. The Committee shall receive the names of prospective Honorary, Sustaining and Regular Members, investigate for eligibility and recommend those qualified for election at the annual, regular or any special meeting of the Members or the Board of Directors as the case may be.

### SECTION 3

**Finance Committee** - The Board of Directors may appoint a Finance Committee consisting of not less than three (3) or more than five (5) Directors. The Treasurer shall be an ex-officio member of the Committee. The Committee shall investigate ways and means of financing the Local League including team sponsorships and submit recommendations. It shall be responsible for taking up collections at games; if such collections are authorized by the Local League, and shall turn over said collections to the Treasurer immediately after each game.

### SECTION 4.

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

### SECTION 5

**Grounds Committee** - The Board of Directors may appoint a Grounds Committee, which shall be responsible for the care and maintenance of the playing field(s), buildings and grounds. It shall operate within the amount appropriated in the approved budget for that purpose.

### SECTION 6

9

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

### SECTION 7

**Managers Committee** - The Board of Directors may appoint a Managers Committee consisting of three (3) Directors. The Committee shall interview and investigate prospective managers and coaches, including those for the Minor League teams and recommend acceptable candidates to the President, for appointment and subsequent approval by the Board of Directors. It shall, during the playing season observe the conduct of the Managers and coaches and report its findings to the President of the Local League. It shall at the request of the President or Board of Directors investigate complaints concerning Managers and coaches and make a report thereof to the President or Board of Directors as the case may be.

### SECTION 8

**Umpire Committee** - The Board of Directors may appoint an Umpire Committee consisting of three (3) Directors and other appointed Regular Members. The Local League President shall be chairperson of any such Committee. The Committee shall recruit, interview and recommend to the President for appointment a staff of umpires, including a chief umpire and replacements. When appointed, the staff of umpires shall be under the personal direction of the Local League President, assisted by the Chief Umpire who shall train, observe and schedule the staff.

### SECTION 9

**District Committee** - The Board of Directors may appoint a District Committee consisting of the Local League President as chairperson and two (2) other Directors. The Committee shall assist the District Administrator in interleague district functions including the selection of members of the District Administrator's Advisory Committee and the selection of tournament sites and area tournament directors.

### SECTION 10

**Auxiliary Committee** - The Board of Directors may appoint an Auxiliary Committee consisting of the Local League Treasurer and two (2) other Directors and other appointed Regular Members. The Committee shall

coordinate the activities of the Auxiliary. It shall review and evaluate auxiliary projects for raising money and disposition of profits, and make recommendations to the Board. The Board of Directors shall approve in advance all projects and actions of the Auxiliary.

#### **SECTION 11**

**Auditing Committee** - The Board of Directors may appoint an Auditing Committee consisting of three (3) Directors. The President, Treasurer or signatories of checks are not eligible. The Committee will review the Local League's books and records annually prior to the Annual Meeting and attach a statement of its findings to the annual financial statement of the President and Treasurer; or may, if directed by the Board of Directors or Membership, secure the services of a Certified Public Accountant to accomplish such review.

#### **SECTION 12**

**Minor League Committee** - The Board of Directors may appoint a Minor League Committee consisting of three (3) Directors. The Chairman of the Committee shall be the Minor League Vice President and be responsible to the Local League President for the proper conduct of the Minor League operation.

### **ARTICLE X – AFFILIATION**

#### **SECTION 1**

**Charter** - 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.

10

#### **SECTION 2**

**Rules and Regulations** - The Official Playing Rules and Regulations as published by Little League Baseball, Incorporated, Williamsport, Pennsylvania shall be binding on this Local League.

#### **SECTION 3**

**Standing Rules** - The Standing Rules of this Local League shall be adopted by the Board of Directors at a meeting to be held not less than one month previous to the first scheduled game of the season. 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 Standing Rules of this Local League shall expire at the end of each fiscal year and are not considered part of this Constitution. (See Article XI Section 7 for fiscal year of this League.)

### **ARTICLE XI - 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 unless all of the funds raised are placed in the Local League treasury.

#### SECTION 4

**Disbursement of Funds** - 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. All checks shall be signed by the Local League Treasurer and such other officer or officers or person or persons as the Board of Directors shall determine.

#### SECTION 5

**Compensation** - No Director, Officer or Member of the Local League shall receive, directly or indirectly any salary, compensation or emolument from the Local League for services rendered as Director, Officer or Member.

#### SECTION 6

**Deposits** - All monies received, including Auxiliary Funds, shall be deposited to the credit of the Local League at Chase Bank.

#### SECTION 7

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

#### SECTION 8

**Distribution of Property upon Dissolution** - Upon dissolution of the Local League and after all outstanding debts and claims have been satisfied, the Members shall direct the remaining property of the Local League to another Federally Incorporated entity which maintains the same objectives as set forth in Article 11 of this Constitution, which are or may be entitled to exemption under Section 501(c)3 of the Internal Revenue Code or any future corresponding provision.

11

### ARTICLE XII - AMENDMENTS

This Constitution may be amended, repealed or altered in whole or in part by a majority vote at any duly organized meeting of the Members provided notice of the proposed change is included in the notice of such meeting. Draft of all proposed amendments shall be submitted to Little League Baseball, Incorporated, for approval before implementation.

This Constitution was approved by the Huntington West Little League Membership on November 27, 2023.

Elaine Wilcox / President

---

President's Name	President's	Signature	Date
------------------	-------------	-----------	------

405-62-06 95-6113656 C-0458348 Little League ID No. Federal ID No. California Corp ID No.

