

CONSTITUTION
OF
HORSHAM LITTLE LEAGUE INCORPORATED
Little League Charter # 2382207

ARTICLE I NAME

This organization shall be known as Horsham Little League, Inc., hereinafter referred to as "Local League".

ARTICLE II OBJECTIVE

Section 1. The objective of the Local League will be to provide a supervised program of competitive baseball and softball games under the Rules and Policies of Little League Baseball, Incorporated.

Section 2. Through this program the Local League shall attempt to implant firmly in the children of the community the ideals of good sportsmanship, honesty, loyalty, courage, and respect for authority so that they will grow to be good, decent, healthy, and trustworthy adults. 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. Eligibility Any person sincerely interested in active participation to effect 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 child meeting the requirements of Little League Regulation IV and who resides within the authorized boundaries of the Local League, or who qualifies under

Little League Regulations II(d) or IV(h), shall be eligible for participation but shall have no rights, duties or obligations in the management or in the property of the Local League.

- B. Regular Members – Any person actively interested in furthering the objective of the Local League may become a regular member but shall have no rights, duties or obligations in the management or in the property of the Local League. Regular members may attend meetings and serve on committees if appointed by the President or Executive Board.
- C. Board Members – Any Regular Member, in good standing, is eligible for membership on the Board of Directors as defined in Article VI of this Constitution.
- D. Honorary Members – Any former Board Member may be elected as an Honorary Member by the unanimous vote of active Board Members 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.

Section 3. Other Affiliations

- A. Members, whether Regular or Players, shall not be required to be affiliated with another organization or group to qualify as Members of the Local League.
- B. Board Members should not be actively engaged in the promotion and/or operation of any other children's baseball or softball group unless approved by a majority vote of the Board of Directors.

Section 4. Suspension of Termination

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

- A. The Board of Directors by a two-thirds of those present at a duly constituted meeting, shall have the authority to discipline or suspend or terminate the membership of any member when the conduct of such person is considered detrimental to the best interest of the Local League and/or Little League Baseball. The member involved shall be notified of such a meeting, informed of the general nature of such charges, and given the opportunity to appear at the meeting to answer such charges.
- B. The Board of Directors shall in the case of a Player Member give notice to his or her parent(s) or guardian(s) and the manager of the team of which the player is a member. The President shall appoint some impartial member (who may be the manager) to represent the player before a duly appointed committee of the Board of Directors, which shall have full power to suspend or revoke such player's right to future participation.
- C. The Disciplinary Committee shall have the ability, at its discretion, to sanction or suspend a regular member, manager, coach or player member without a formal hearing, until such formal hearing of the Board of Directors may take place.

ARTICLE IV FEES

Section 1. A reasonable participation fee will be assessed by the Board of Directors prior to the annual registration period. Said fee may be waived in cases of hardship. Hardships are to be approved by the President & VP of division of player

ARTICLE V MEETINGS

Section 1. Annual Meeting – The Annual Meeting of the members of the Local League shall be held on the first Wednesday in September in each year for the purpose of reelecting Members to the Board of Directors and receiving reports and for the transaction of such other business that may properly come before the meeting.

Section 2. Monthly Meetings – A monthly meeting will be held on the first Wednesday of each month. Meetings can be moved from the first Wednesday due to Little League or other scheduling conflicts. Each monthly meeting should end with confirmation of the next month's meeting date & time.

Section 3. Special Meetings – Special membership meetings may be called by the President at his or her discretion or upon the written request of ten Regular Members to consider a specific subject. No business other than that specified in the notice of the meeting shall be transacted at any special meeting of the Members. Special Meeting shall be scheduled to take place not less than thirty (30) calendar days after the request is received by the President or Secretary.

Section 4. Quorum – The presence in person or by written proxy (to be retained by the Secretary) of one-half of the Board Members shall be necessary to constitute a quorum for the transaction of business.

Section 5. Voting – Board (Executive & At-Large) Members shall be entitled to make motions and vote at any meeting of the Local League. Each Board Member is entitled to one (1) vote even if multiple positions are held. However, the Board of Directors may invite, admit, and recognize guests for presentations or comments during Board meetings. The President of the Local League may not vote except to break a tie vote. A simple majority vote (51%) of the Board Members present during a duly constituted Board of Directors meeting is necessary to approve any action relating to the general business of the Local league, except for the following actions which require a two-thirds ($\frac{2}{3}$) affirmative vote of all active Board Members:

- (a) Dissolution, mergers, or other similar organizational changes
- (b) Incurring debt of any kind

(c) Dismissal of Board Members

An Executive Board Only meeting can take place at the request of the President or any Executive Board Member. At such meetings, quorum must be met, and the following Voting rules apply:

1. Operational Decisions - The Executive Board has the authority to approve routine and operational matters with a simple majority vote (51%) of the Executive Board. These matters include:
 - Scheduling and logistics.
 - Minor expenses within the approved fiscal year budget.
 - League administrative tasks.

2. Prohibited Votes - The following items cannot be voted on at an Executive Board-Only meeting:
 - Changes to the Constitution or By-Laws.
 - Expenses greater than \$7,500.
 - Strategic or long-term decisions.
 - Dissolution, mergers, or other similar organizational changes.
 - Incurring debt of any kind.
 - Dismissal of Board Members

Section 6. Proxies – Each Board Member shall be entitled to one vote in person or by proxy. Authorizations for a proxy must be in written form and presented to the President prior to the start of the meeting. Proxies may be withdrawn prior to the time of an intended vote.

Section 7. Rules of Order – Roberts Rules of Order shall govern the proceedings of all meetings, except where same conflicts with the Constitution or By-laws of the Local League. Any action taken by the Board of Directors at a meeting at which a quorum is present will be deemed the action of the Board of Directors. Minutes of all meetings will be recorded and will accurately reflect the action(s) taken.

Section 8. 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/email address at least 7 calendar days in advance of the meeting, setting forth the place, time, and purpose of the meeting.

ARTICLE VI BOARD OF DIRECTORS

Section 1. Board and Numbers – The management of the property and affairs of the Local League shall be vested in the Board of Directors. The number of Directors shall be not less seven (7) and shall assume their duties commencing one week before the regular meeting in October. The Officers of the Board of Directors shall include, at a minimum: President, 3-4 Vice President(s), Treasurer, Secretary, Safety Officer. Other Officers may be added to the Non-Executive Board at the discretion of the Executive Board.

Executive Board

President
VP Operations
VP Baseball
VP Softball
VP Quickball
VP Challengers
Treasurer
Safety Officer
Secretary

Non-Executive Board

Website / Registration Coordinator
Snack Stand
Sponsorships
Fundraising
Player Agents
Other Committee Chairs

Section 2. Annual Election and Term of Office – At each annual meeting the members shall elect enough Board Members to fill expired or new terms. New Board Members may also be elected at any duly designated meeting. The term of office will be one year. All elections of Board Members shall be by majority vote of all members present or represented by written proxy at the time of the meeting.

Section 3. Vacancies – If any vacancy occurs on the Board of Directors, by death, resignation, or otherwise, it may be filled, if necessary, for the remainder of the term, by a majority vote of the remaining Board Members at any regular meeting or at any special meeting called for this purpose.

Section 4. Attendance – If a Board Member is unable to attend any monthly meeting, he will be required to notify either the President or Secretary prior to the meeting. It will then be the President's discretion to determine if the absence is to be excused. Any Board Member with three unexcused

absences during one year from October through September can be reviewed for possible dismissal by the Board of Directors of the Local League.

Section 5. Duties and Powers of the Board of Directors

- A. The Board of Directors shall have the power to appoint such standing and special committees as it shall determine to delegate such powers to them as the Board shall deem advisable.
- B. The Board of Directors may adopt such rules and regulations for the conduct of its meetings and the management of the Local League as it may deem proper.
- C. The Board of Directors shall have the power by a two-thirds vote of those present at any regular or special meeting to discipline, suspend or remove any Director or Officer or Committee Member of the Local League in accordance with the procedure set forth in Article III, Section 4
- D. The Board of Directors 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 the whole amount of real and personal property owned by it, where located, and where and how invested, the amount and nature of the property acquired during the year immediately preceding the date of the report and the manner of the acquisition; the amount applied, appropriated or expended during the year immediately preceding such date, and the purposes, objects or persons to or for which such applications, appropriations or expenditures have been made; and the names, addresses and telephone numbers of the Board of Directors. This report shall be filed with the records of the Local League and an abstract thereof entered in the minutes of the proceedings of the annual meeting.

Section 6. Conflicts of Interest - All Board Members must disclose any personal, financial, or other interests that could influence their decisions on behalf of the organization, excluding matters that fall within their purview as it relates to their board position. Any member with a conflict shall recuse themselves from votes related to the matter to ensure decisions are made in the best interest of the organization.

ARTICLE VII EXECUTIVE BOARD

Section 1. The Executive Board shall advise and assist the Board of Directors in all matters concerning its interest and the management of its affairs, and shall have such other powers as may be delegated to it by the Board of Directors. The Executive Board shall investigate ways and means

of financing the Local League including the establishment of various “ad hoc” committees deemed necessary for administering annual programs.

Section 2. At any meeting of the Executive Board 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 VIII STANDING COMMITTEES

Section 1. Sponsorship Committee – The Board of Directors will appoint a Sponsorship Person / Committee that shall be responsible for securing sponsors for each team participating in the Local League. The Sponsorship Committee shall also solicit for Billboards, Tournament Ads, and other marketing initiatives as determined by the Board of Directors.

Section 2. Refreshment Stand Committee – The Board of Directors will appoint a Refreshment Stand Committee consisting of a minimum of two members who shall be responsible for purchasing and selling goods to support the needs of the Local League.

Section 3. Disciplinary Committee – The Board of Directors will appoint a Disciplinary Committee consisting of a minimum of two members who shall be responsible for reviewing and issuing opinions regarding member disciplinary procedures and to inform the Board of Directors of their recommendations. The Disciplinary Committee may, at its own discretion, choose to sanction or suspend any regular members, manager, coach or player member without a formal hearing, pending a hearing by the Board of Directors as described in Article III Section 4 of this Constitution.

ARTICLE IX OFFICERS, DUTIES AND POWERS

Section 1. Officers – The Officers of the Local League shall consist of a President, Vice President - Operations, Vice President-Baseball, Vice President-Softball, Vice President - Quickball, Vice President - Challengers, Secretary, Treasurer, Player Agent(s), Safety Officer, and Any vacancy of one or more of these officers will require a replacement(s) via an election by the Board of Directors.

Section 2. President – The President shall be responsible for conducting the affairs of the Local League and for executing the policies established by the Board. They shall present a report of the condition of the Local League at the Annual Meeting, and, at such other times as they or the Board shall deem appropriate, they shall communicate to the Board such matters and make such suggestions as may, in their opinion, tend to promote the welfare of the Local League. They shall be responsible for the conduct of the Local League in strict conformity to the policies, principles, rules

and regulations of Little League Baseball, Inc. as agreed to under the conditions of the charter issued by the Local League by that organization. They shall preside at all meetings of the Regular Members, the Board of Directors, and the Executive Committee. The President, or such other officers as they may designate in writing, shall have the power to make and execute for and in the name of the Local League such contracts and leases as may have received the prior approval of the Board. They shall investigate complaints, irregularities and conditions detrimental to the Local League and report thereon to the Board or Executive Committee as circumstances warrant. They shall, with the assistance of the Player Agents, examine the application and supporting proof-of-age document of every player candidate and certify to his or her residence and age eligibility before the child may be accepted for try-outs and selection.

Section 3 Vice Presidents

Section 3a. Vice President – Operations They share responsibility for the Facilities, Grounds and Equipment owned or operated by the Local League. Shall be responsible for the care and maintenance of the playing fields, buildings and grounds. He/She shall operate within the amount approved by the Board of Directors for that purpose and shall be responsible for repairs and improvement recommendations including normal maintenance as well as the supervision of approved projects. He/She is also responsible for purchasing playing equipment and uniforms for each season. In case of the absence or disability of the President, the Vice President - Operations shall assume the duties of the President and shall have such other duties as from time to time which may be assigned by the President.

Section 3b. Vice President – Baseball – They shall serve as Director of Baseball and shall be responsible for the overall operation of the Baseball Program and all divisions. This responsibility shall include conducting evaluations and drafting teams prior to the start of the regular season and the overseeing of all player agents, managers, coaches, and league personnel so that they abide by the regulations of Little League Baseball and the rules of the Local League. In case of the absence or disability of the President, and the Vice President - Operations, the Vice President-Baseball shall assume the duties of the President and shall have such other duties as from time to time which may be assigned by the President.

Section 3c. Vice President – Softball – They shall serve as Director of Softball and shall be responsible for the overall operation of the Softball Program and all divisions. This responsibility shall include conducting evaluations and drafting teams prior to the start of the regular season and the overseeing of all player agents, managers, coaches, and league personnel so that they abide by the regulations of Little League Baseball and the rules of the Local League. In case of the absence or disability of the President, and the Executive Vice President, and the Vice President-Baseball, the Vice President-Softball shall assume the duties of the President and shall have such duties as from time to time which may be assigned by the President.

Section 3d. Vice President – Quickball – They shall serve as Director of the QuickBall Division and shall be responsible for the overall operation of the Quickball Program and all teams. This responsibility shall include drafting teams prior to the start of the regular season and the overseeing of all player agents, managers, coaches, and league personnel so that they abide by the regulations of Little League Baseball and the rules of the Local League.

Section 3e. Vice President – Challengers – They shall serve as Director of Challengers and shall be responsible for the overall operation of the Challenger Program and all teams. This responsibility shall include drafting teams prior to the start of the regular season and the overseeing of all player agents, managers, coaches, and league personnel so that they abide by the regulations of Little League Baseball and the rules of the Local League.

Section 4. Secretary – The Secretary shall be responsible for recording attendance of members at meetings and the activities of the Local League(minutes) as well as maintaining appropriate files, mailing lists and necessary records. They shall assume the task of tallying and recording all ballots cast.

Section 5. Treasurer – The Treasurer shall perform such duties as are herein specifically set forth and such other duties as are customarily incident to the Office of Treasurer which may be assigned by the President. They shall receive all monies and securities, and deposit the same in a depository approved by the Board. They shall keep records for the receipt and disbursement of all monies and securities of the Local League, approve all payments from allotted funds and draw checks therefore. Under the direction of the President, they shall prepare an annual budget for submission to the Board at the October Meeting.

Section 6. Safety Officer - The Safety Officer shall 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. They shall develop and implement a plan (ASAP) for increasing safety of activities, equipment and facilities through education, compliance and reporting which may include:

- A. Education – Facilitate meetings and distribute information among participants including players, managers, coaches, umpires, league officials, parents, guardians, and other volunteers.

- B. Compliance – Promote safety compliance leadership by increasing awareness of the safety opportunities that arise from these responsibilities. Manage first-aid supplies and equipment at fields.
- C. Reporting – Define a process to assure that incidents are recorded, information / insurance forms are sent to league/district and national offices, and follow-up information on medical and other data is forwarded as available.
- D. Background Checks - If the League President so designates, the Safety Officer will complete the required background checks per Little League Regulation I(b) and I(c)(8) & (9).
- E. 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.
- F. 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

ARTICLE X PLAYER AGENTS, MANAGERS AND UMPIRES

Section 1. Player Agents – The Player Agents shall assist the VP of Baseball or Softball with management of specified division and scheduling. He/She shall receive and review applications for player candidates and assist the President in checking age and residence eligibility. He shall conduct the player auction or draft and all other player transaction or selection meetings. He shall prepare for the President's signature and submission to Little League Headquarters team rosters, including players claimed, and the tournament team eligibility affidavit. He shall notify the VP of Baseball/Softball of any subsequent player replacements or trades.

Section 2. Managers – All managers shall be appointed annually by the VP of respective divisions, and shall be responsible for the section of their teams and for their (managers') actions on the field. Regulation XIV(a).

Section 3. Umpires – Umpires shall be appointed by the Chief Umpire with the approval of the President, who shall be responsible for their assignments and for their actions on the field. Regulation XIV(a).

Section 4. While holding such office, the President shall not manage, coach or umpire in the Local League. Regulation I(b).

ARTICLE XI AFFILIATION

Section 1. Charter – The Local League will annually apply for a charter or charters from Little League Baseball, Incorporated and shall do all things necessary to obtain and maintain such charter and charters. The Local League will 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. Rules and Regulations – The Official Playing Rules and Regulations as published by Little League Baseball, Incorporated, Williamsport, Pennsylvania, shall be binding on the Local League.

Section 3. Local League Rules – The Local Rules of this Local League shall be adopted by the Board of Directors at a meeting to be held not less than one month prior to the first scheduled game of the season, but shall in no way conflict with the rules and regulations of Little League Baseball, Incorporated. The Local Rules must be documented and made available to all members.

ARTICLE XII FINANCIAL AND ACCOUNTING

Section 1. The Board shall decide all matters pertaining to the finances of the Local League and it shall place all income in a common league treasury, directing the expenditure of same in such manner as will give no individual team an advantage over those in competition with such individual or team.

Section 2. The Board shall not permit the contribution of funds or property to individual teams but shall solicit the same 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. The Board shall not permit the solicitation of funds in the name of Little League Baseball unless all of the funds so raised be placed in the Local League's treasury.

Section 4. 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 and policies of Little League Baseball, Incorporated.

Section 5. No Director, Officer or Member of the Local League shall receive, directly or indirectly, any salary or compensation from the Local League for services rendered.

Section 6. All monies received shall be deposited to the credit of the Local League in any authorized bank and all disbursements shall be made by Check, Cash or Digital Payments (Debit Card / Venmo). In the event that cash is distributed (volunteer refunds), proper identification and a signature acknowledging the receipt of the cash is required. All checks shall be signed by the Local League Treasurer or such other officer or officers or person or persons as the Board shall determine.

Section 7. The fiscal year of the Local League shall begin on the first day of October and shall end on the last day of September.

Section 8. Upon dissolution of the Local League and after all outstanding debts and claims have been satisfied, the Members shall distribute the property or the Local League to such other organization or organizations maintaining an objective similar to that set forth herein, which are or may be entitled to exemption under Section 501(c) of the Internal Revenue Code or any future corresponding provision.

ARTICLE XIII AMENDMENTS

This Constitution may be amended, repealed or altered in whole or in part by a majority vote (51%) of the total registered membership at any duly organized meeting, provided notice of the proposed change is announced prior to the specified meeting. All approved amendments will be submitted to Little League Baseball, Incorporated for final approval.

ARTICLE XIV BY-LAWS

By-laws may be adopted for the government of the organization, provided that the provisions thereof shall not be inconsistent with the provisions of the Constitution.

This Constitution was approved by the Local League Membership on _____ (Date)

Beth Anna Deacon

President's Name (Printed)

President's Signature

Little League ID No. 238-22-07

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.

Reviewed & Discussed @ 12/4/2024 & 1/8/2025 HLL Board Mtg

Voted on @ 2/26/2025 HLL Board Mtg