

Sky Valley Little League

Local Rules (Bylaws)

League ID: 04470123

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Article I. Scope

This document outlines the operating Local Rules (Bylaws) of Sky Valley Little League, under the rules of Little League Baseball and as specified in Article 2 of the Constitution. No provision of this document shall supersede the rules of Little League Baseball or the Sky Valley Little League Constitution.

Article II. SVLL Programs

(a) Age Alignment

League ages are determined differently for Tee-Ball, Baseball (BB) and Softball (SB).

Reference current Little League International age calculator for Softball and Baseball:

http://www.littleleague.org/leagueofficers/determine_league_age/league_age_calculator.htm

Little League International divides its baseball and softball programs into age-based divisions. Leagues may further subdivide its MINORS divisions. SVLL operates the divisions set forth in the tables below; in some cases, the Board of Directors shall override these definitions so that SVLL teams can participate in District 1 Interleague divisions.

(1) Tee Ball

TEE BALL	LLI (Rulebook) Division	Ages	Player Evaluation	Selection Process	Pitching	Ball	Number of Games	Minimum Roster Size
Tee Ball	TEE BALL	4,5,6	No	Assigned	Tee / Coach	Safety Baseball	8-10	8

(2) Baseball

BASEBALL	LLI (Rulebook) Division	Ages	Player Evaluation	Selection Process	Pitching	Ball	Number of Games	Minimum Roster Size
Rookies	MINORS	6 ¹ ,7,8	No	Assigned	Machine	Dimple Baseball	10-14	8
Farm	MINORS	8 ¹ ,9	Required	Draft	Player 46' / Coach	Baseball	12-16	12
AAA ³	MINORS	9 ¹ ,10,11,12 ²	Required	Draft	Regulation LL 46'	Baseball	12-18	12
Majors	MAJORS	11 ¹ , 12 ²	Required	Draft	Regulation LL 46'	Baseball	12-20	12
Intermediate	INTERMEDIATE	12,13	Required	Draft	Regulation LL 50'	Baseball	12+	12
Juniors	JUNIORS	13,14	Required	Draft	Regulation LL 60' 6"	Baseball	12+	12
Seniors	SENIORS	14,15,16	Required	Draft	Regulation LL 60' 6"	Baseball	12+	12

NOTES:

1. If players are deemed exceptional for this level of play; LLI rules require 6-year olds to have played at least one year of tee ball before being eligible for Minors divisions.
2. Per LLI rules, 12-year olds may play in AAA under certain circumstances; however, the District may require participating AAA Interleague teams to exclude 12 year olds.
3. SVLL requires players to play at least one year in Farm before playing in the AAA division.

(3) Softball

SOFTBALL	LLI (Rulebook) Division	Ages	Player Evaluation	Selection Process	Pitching	Ball	Number of Games	Minimum Roster Size
Rookies	MINORS	6 ¹ ,7,8	No	Assigned	Tee	11" Safety Softball	10-14	8
Farm	MINORS	8 ¹ ,9	Required	Draft	Player 35' / Coach	11" Softball	12-16	10
AAA	MINORS	9 ¹ ,10,11	Required	Draft	Regulation LL 35'	11" Softball	12-18	10
Majors	MAJORS	10 ¹ , 11,12	Required	Draft	Regulation LL 40'	12" Softball	12-20	12
Juniors	JUNIORS	12,13,14	Required	Draft	Regulation LL 43'	12" Softball	12+	12
Seniors	SENIORS	14,15,16	Required	Draft	Regulation LL 43'	12" Softball	12+	12

NOTES:

1. If players are deemed exceptional for this level of play.

(b) Local Playing Rule Options

LLI allows playing modifications in certain divisions. In some cases these are certain options where the rulebook makes a specific provision for the Board of a Local League to elect a rules option. In other cases, SVLL may publish more substantial rules modifications to enhance the quality of play particularly for the MINORS divisions. Also, SVLL may elect to participate in the District Interleague Program which publishes its own rules modifications. The Board of Directors shall distribute all rules modifications to managers and league umpires prior to the first day of practice.

In no event shall managers and/or umpires alter the playing rules without approval by the League President. Modifications to playing rules should not be confused with ground rules (which must be agreed to by both managers and the umpire prior to the game's start).

Article III. Manager Selection

This document outlines the procedure for manager selection for Sky Valley Little League Baseball and Softball.

Throughout this Article, "Manager" is defined as the team's "head coach", and "coach" refers to the customary "assistant coaches" on the field.

Little League International prohibits "tenure." All positions in the league, including managers and coaches, are selected annually.

(a) Overview

The process consists of the following steps:

1. Solicitation of applicants (completed online Volunteer Application Form)
2. Background checks
3. Manager Interviews (optional)
4. Preparation of Ballots for Managers
5. Confirmation by Board vote
6. Notification of applicants
7. Approval of Coaches and other volunteers

(b) League Development Committee

The League Development Committee shall supervise the initial selection of manager candidates. It should be appointed by the Board (as required by the Constitution) prior to the annual registration period. The Committee will be responsible for establishing a schedule, soliciting applicants, reviewing applications, preparing material for review by the Board of Directors, preparing ballots and coordinating the voting process, and notifying the applicants of results.

(c) Solicitation of Applicants

The Committee will make every effort to solicit and attract candidates. This will include, at least, notification via player registration, public postings, and the SVLL web site. "Volunteers

Registration” will be available for interested Managers and Coaches to register. The Registrar will forward all responses received from the registration process to the Development Committee.

(d) Background Check

All volunteers must undergo the background check required by Little League International as part of the Child Protection Program. Little League requires that “An individual who has been convicted or plead guilty to charges involving or against a minor, no matter when the offense occurred, must not be permitted to work with children.” To learn more about this, see the Little League International. web site:

(<http://www.littleleague.org/learn/programs/childprotection.htm>).

(e) Interviews (Optional)

At the Committee’s discretion to clarify information, a special meeting (of the Board of Directors) may be called to interview managerial candidates.

(f) Preparing the Ballot

The Committee will assemble the lists of candidates. Where appropriate, the Committee shall assemble pertinent feedback received via official league activities, e.g., parent surveys, Incident Committee Reports, Umpires Reports, etc. The Committee shall not reject any applications, except for either of the following two reasons: (1) failure to successfully pass the background check, or (2) a previous Little League ruling which excludes the candidate (e.g., “banned from participating for a year”).

Per operating policies of the Little League rulebook, the League President shall review and confirm the list of candidates assembled by the League Development Committee and may at his or her sole discretion reject any candidate. The President will prepare a paper ballot to be used for confidential voting at the Board of Directors meeting.

(g) Board of Directors Vote

The Board of Directors will elect all managers of baseball and softball, as provided by Little League Rules. This may be done at a regular meeting or a special meeting called for that purpose.

The President shall present the list of approved candidates to the Board. After discussion, the Board will vote by confidential paper ballot. The top vote getters will be the managers. In the event of a tie which results in not establishing the proper number of managers (e.g., the 7th and 8th candidates tied with 7 positions available) there will be a runoff between those tied candidates.

Managers shall be assigned to teams by the Board. Whenever possible, coaches and managers will be assigned to the same team as the previous year.

(h) Notification of Applicants

The President shall notify all candidates immediately via email or phone call as to whether or not they have been elected.

(i) Coaches and other Volunteers

For Majors divisions and above, coaches shall not be appointed nor approved until after the draft. All volunteers are subject to the preliminary approval of the President and then by the Board of Directors.

Article IV. Player Selection**(a) Overview**

Player selection rules differ by division (see Article II.a. Age Alignment).

Little League and the Constitution stipulate that the Player Agents have significant responsibility in this area.

SVLL will use Little League International's "Conventional Draft Plan A" for the Majors Division and up (if applicable); this plan is described in detail in Little League International's "Operating Policies." SVLL utilizes a standard method of titling players. SVLL also incorporates LLI's draft "options" as well as the optional player pool procedures.

SVLL will adjust LLI's Majors draft procedures for players in the Minor divisions as described below.

(b) Tee -Ball, and Rookies SB/BB Divisions

These divisions will not use a draft to create rosters, therefore the players do not participate in player evaluations. The Player Agent(s) shall assign players to Tee Ball, and Rookie League teams. The VP of Baseball, VP of Softball and Division Directors shall work with the Player Agent(s) in this regard.

Given the non-competitive nature of these divisions, every effort should be made to accommodate all reasonable player/parent requests first. The remaining players will be placed based on City of residence or Elementary School attended when possible.

Minimum rosters for Tee Ball will be 8 players.

Minimum rosters for Rookies SB/BB will be 8 players.

(c) Majors SB/BB, AAA SB/BB and Farm SB/BB Divisions – Player Evaluation and Draft

The Player Agents are responsible for conducting the player evaluations (tryouts) and the draft. The Player Agents are ultimately responsible for resolving player placement issues.

(d) Player Evaluations (Tryouts)

The Player Agent organizes and conducts evaluations for all players age 8 and above. The evaluation shall include batting, pitching, fielding, catching, running and throwing. The Player Agent will recruit suitable volunteers to attend provide and evaluations for each player. The evaluations shall result in a numerical rating for each player.

All players must show up at the evaluations to be considered eligible for the draft.

- As a guide, if a child does not participate in player evaluations they will be placed in the lowest division for their league age (see tables above in Article II.a. Age Alignment) and assigned to each team at random (“hat pick”) by the Player Agent.
- Extenuating circumstances maybe considered by the Board. In these situations, the Player Agent shall use all possible sources of information to provide an evaluation rating.

(4) Draft Options on Sons, Daughters and Siblings

LLI’s Operating Procedures allow a variety of ways for managers to draft their own children, or siblings of existing team-mates and other situations. These draft options apply in full (subject to an exception noted below regarding siblings) to the Majors division and above. SVLL will also apply them to the drafts in the Farm and AAA divisions, with the following adjustments: Draft options in the Farm and AAA divisions will be allowed for brothers/sisters, and children of managers, but not children of coaches.

Example: Manager Brian would like his assistant coach to be Gary, whose son is Joey. Nothing prevents another Manager from selecting Joey in the first round.

Exception to LLI draft options regarding siblings. SVLL’s experience has been that parents with more than one player in a division expect their children to play on the same team. Rather than allowing siblings to be *optionally* chosen, SVLL will mandate this second selection.

Example 1: Manager Jeff is considering selecting two brothers: Chad and Ben. He selects Chad in Round four. This means that Jeff is obligated to select Ben in the fifth round.

Example 2: Emily played on the Majors team in the previous year. Her sister Anna is now eligible for the draft. The manager of Emily’s team is obligated to select Anna in the first three rounds.

If an option applies to the son or daughter of a manager, such candidate(s) must be drafted in or before the following round for:

Draft Round	Farm	AAA
4	8	9
3	9	10-11

(5) Draft Procedure

When a thorough evaluation program has been completed the Player Agents shall propose an appropriate number of teams in each division of play, and if necessary, geographic divisions. The number of teams in each division shall be approved by the Board.

Considerations for determining the number of teams in a division:

- SVLL will endeavor to create a competitive majors program that is similar to other leagues in the District. For example, most leagues might generally restrict the Majors program to 12-year-olds and highly skilled 11-year-olds.
- East and West divisions would be necessary only if a large number of players generated an excess of 10 teams.

Prior to the draft:

- The number of players needed to fill the rosters must be known.
- Managers must be selected.
- Managers will be reminded to read LLI's Operating Policies regarding the Draft
- The Player Agent must provide the list of age eligible players rated according to the evaluation ratings.
- All optionable players (e.g., sibling rule) must be identified.
- All 12-year olds must be drafted to a Majors team, except those recommended to play AAA due to lack of baseball experience.
- All 11-year olds not drafted to a Majors team must be drafted to a AAA team.

Majors: See Draft Plan "A" and related procedures in LLI's Operating Procedures.

AAA/Farm: Managers for each division at each level will draw numbers (equal to the number of teams per division) to determine the draft order. Managers may only draft players within their divisional pool, when applicable. The manager drawing number one will have the first selection in the draft with the rest of the selection being determined in numerical order based on the number drawn. We will institute a "snake" draft, meaning that each round the draft order will be the opposite of the previous round (i.e. 1 - 8, 8 - 1, 1 - 8, 8 - 1 etc.).

Discretion: Players and/or parents shall never be told the position in which players were drafted. League-provided worksheets summarizing players' scores from the evaluations will be returned to the Player Agent immediately following the Draft.

Players who did not participate in an evaluation will be placed in a hat and drawn by the manager in the same order as the draft unless deemed by the Player Agent that the player in question should not be a hat pick for competitive balance reasons.

(e) Trading

Trading of players following the draft is allowed, per LLI's "Trading" provisions in the Operating Policies, with the exception that the deadline for trading is 36 hours, not the 14 days allowed by LLI.

Article V. Tournament Manager ("All Star") Selection

The "Manager Selection Procedure", Article II, shall be used for Tournament Manager Selection. According to Little League Rules, only managers and official coaches from Major and Minor League teams are eligible for All Star Manager Selection by the board. Preference will be given to Managers of regular season teams. Assistant coaches will be selected by the Manager from a list of board approved candidates.

Article VI. Tournament Player (“All Star”) Selection

The following procedures will be implemented near the end of the Little League regular season on a date determined by the Board to select who will represent Sky Valley Little League (SVLL) in post-season All Star Tournament play. Team selections will take place in the following order: Majors (ages 11-12)¹, 11U (age 9-11), 10U (age 8-10). Intermediate, Junior and Senior All-Star voting will follow the same format.

- Players will vote at the Majors division only. Players will only vote if the division has three or more teams and Sky Valley is fielding its own team. Each Majors player will be given a ballot to vote on, in his or her opinion, the twelve (12) best players eligible for the Majors All Star team. Ballot consists of all eligible players, not just those on the same team as the voting player.
- Each Manager, one Assistant Coach for each team and eligible league umpires will be given a ballot to select the twelve (12) best players eligible for the specific All Star team being voted on. This is referred to as the coaches’ ballot.
- Each vote number one (1) through twelve (12) is assigned a “Point Value” as follows:
 - Twelve points for each first (1st) place vote a player receives
 - Eleven points for each second (2nd) place vote a player receives
 - Ten points for each third (3rd) place vote a player receives
 - Nine points for each fourth (4th) place vote a player receives
 - Eight points for each fifth (5th) place vote a player receives
 - Seven points for each sixth (6th) place vote a player receives
 - Six points for each seventh (7th) place vote a player receives
 - Five points for each eighth (8th) place vote a player receives
 - Four points for each ninth (9th) place vote a player receives
 - Three points for each tenth (10th) place vote a player receives
 - Two points for each eleventh (11th) place vote a player receives
 - One point for each twelfth (12th) place vote a player receives
- For Majors, nine (9) “All Stars” are selected by player and coach ballots.
 - Player ballot selections (3 total):
 - The top three vote getters make the Majors All Star Team.
 - Coaches ballot selections (6 total):
 - The top six vote getters make the Majors All Star Team.
 - Players already selected by the player vote can be removed from the totals.
- For 11U and 10U, the top nine (9) vote getters from the coaches’ ballot make the team for each All Star Team.

¹ Note that by LLI rules, boys age 10 through 12 are eligible to play in the Majors All-Stars tournament, provided they have participated in at least 60% of the player’s respective Majors or Intermediate regular season games . Because SVLL does not allow 10-year-olds to play in the Majors division (see age alignment, Article II), 10-year-olds are effectively ineligible for the Majors All-Star division.

- If, after totaling the player ballots there are any ties, the tie between those players is broken by the coaches' vote. The player receiving more votes on the coaches' ballot is selected.
- If, after totaling the coaches ballots there are any ties, the Manager, based on any specific needs for the team, decide which player or players will be added to the roster, not to exceed the roster limits
- The Manager, based on any specific needs for the team, will decide which player or players will be make up the final roster selections, not to exceed the roster limits. There must me a minimum of twelve (12) players selected to the Majors All Star team. There must be a minimum of twelve (12) players selected for the 11U and 10U All Star teams.
- If a vacancy occurs after rosters are announced:
 - At the Majors division, a player will be drawn from the 11U All-Star team by the Majors All-Star manager.
 - At the 11U division, a player will be selected from available 11U Majors players. If none are available a player may be drawn from the 10U All-Star team by the 11U All-Star Manager.
 - At the 10U division, a player will be selected from the available pool by the 10U All-Star Manager.

All-Star Announcements are not to be announced until the dates are determined by Little League International.

Article VII. Field Coordination

(a) Field Planning Process

As a way of providing consistency for how SVLL coordinates with the various field owners a set of usage procedures are attached as Appendix VI.

(b) Field Preparation

The home team is responsible for field preparation before each game. In intra-league play, the away team is responsible for clean up after the game. During inter-league play, the home team is responsible for both field preparation and clean-up.

(c) Field Scheduling Priorities

Field scheduling is highly dependent on the field features needed to meet the requirements of each division of play.

1. Scheduled games over re-scheduled games
2. Re-scheduled games over practices.

Article VIII. Financial Procedures

League volunteers receiving funds will maintain a Transaction Register (Appendix IX) and provide a receipt for all monies received.

The following will be recorded on the Transaction Register for all financial transactions related to SVLL:

- date when received,
- payer,
- amount paid,
- for what purpose (Fundraising, Sponsorship, Spring Registration, Fall Registration, donation, directed funds) and
- what payment method was used

The VP of Finance is responsible for depositing all funds into the SVLL bank account.

(a) Handling Cash

Processes will be put in place at each event in which cash will be provided to SVLL. The procedures will require the person receiving the money to document the transaction in a league receipt book. A second person will be required to maintain a Transaction Register. Both league volunteers will be required to verify sign for the cash received at the end of each day.

(b) Handling Checks

(1) Received

- All checks will be deposited within 60 days of date written or 30 days of date received.
- No checks will be handled by league volunteers unless they are a member of the Board of Directors. Board members are required to submit the checks to the President or VP of Finance by the next scheduled Board of Directors meeting.
- All other volunteers (Manager, Coaches, etc..) will direct members with a payment to mail them to:

SVLL
PO Box 1027
Monroe, WA 98272

(2) Paid out

- The VP of Finance or President may sign SVLL checks.
- The President may use a league Debit card for approved electronic payments.
- The President may approve unanticipated league expenditures up to \$300 without a Board of Directors vote. Email notification to the Executive Board will be an acceptable means of recording approval.
- For unanticipated expenses \$300 or more, Board of Director approval is required.

(c) Handling Credit/ Debit

The league will utilize services that will allow members to submit registration payments via credit or debit cards with the VISA or MasterCard logo only. These services will be selected to minimize expenses to the league for processing and equipment rental.

(d) Expense Reimbursements

League members that have paid “out of pocket” for approved league expenses shall be entitled to full reimbursement. An Expense Reimbursement Form (Appendix VIII) will need to be presented to the VP of Finance and approved by the Board of Directors or President prior to being considered an approved league expense. All reimbursements will be provided to the recipient within 60 days of submittal to the Treasurer.

Members should seek approval from the Board of Directors or the President prior to incurring “out of pocket” expenses.

Article IX. Refunds and Discounts**(a) Sky Valley Refund Policy**

The Sky Valley Little League (SVLL) incurs cost for each player that is registered. These costs will be non-refundable. SVLL will issue a refund if:

- The registrant decides to withdraw their registration prior to the draft (or practice for T-ball and Rookies), the registrant will only be entitled to receive a full refund of registration and fundraiser fees less a 4% transaction fee.
- The registrant decides to withdraw their registration once the draft has been completed or practices have begun (see description above) and prior to the second scheduled game, the registrant will only be entitled to receive a 50% refund of the registration and fundraising fees minus uniform costs.

If for any reason, the registrant decides to withdraw after the second scheduled game, NO Refund will be allowed.

If a player is injured during the regular season the Executive Board may decide the appropriate refund amount.

Parents requesting refunds will send an email to the Player Agent and President with the following information:

- Player Name
- Payee (parent) Name
- Mailing Address
- Date Player withdrew from league
- Player fee paid

All refunds must be approved by VP of Finance and President prior to distribution.

(b) Volunteer Discounts

Managers and league approved umpires shall be eligible for a League Appreciation Discount (LAD) from next season’s player registration fees if they meet ALL of the following stipulations:

1. They are an active member of SVLL.
2. They participate in an applicable League training program (Coach or Umpire).

3. They did not receive disciplinary actions throughout the duration of the season they managed or umpired.
4. They participated in 90% of the league games as a manager or, in the case of umpires, 8 games in uniform (defined as league-issued jersey and hat).
5. They return all league-provided gear checked out to them or their team.

Exceptions to the above stipulations can only be approved by the Board of Directors.

The amount of the League Appreciation Discount will be declared by the Board prior to registration.

Article X. Scholarships

The Sky Valley Little League strives to bring sport experiences to every child interested in participating. If the fees required to participate in Little League present a family hardship, the SVLL Board makes the following options available:

- Option 1 (open to households receiving Public Assistance): Partial scholarship
- Option 2 (open to households below the Federal poverty level): Full scholarship

Proof of hardship and all applications will be confidentially reviewed and approved by a scholarship committee formed from three Executive Board members.

Each family requesting a scholarship must complete a Sky Valley Little League Scholarship Application (Appendix VII) and submit to the scholarship committees prior to the end of registration.

Article XI. Conflict of Interest

The League shall maintain, enforce and document a reasonable conflict of interest policy with respect to the League's financial interests. This policy is currently documented in Appendix II, and includes procedures for disclosing conflicts as well as procedures for temporarily recusing a Board Member from a decision in which such Board Member has a known conflict.

All Board Members must read and sign a Conflict of Interest Policy Statement (Appendix II), immediately following elections and the seating of the new Board.

Article XII. Sponsorship

(a) Team Sponsorships

To keep registration fees at a reasonable cost for our families we will request each Manager of a team to secure a "Single" Sponsor prior to the start of regular season games. If a Manager is having a difficult time securing a sponsor, they will contact the Director of Sponsorships or VP of Finance for assistance.

(b) Sponsorship Materials

The League will put together a SVLL Sponsor Packet (See Appendix X) for distribution to prospective sponsors. The sponsor packet will include information detailing the benefits for each

sponsorship level and the Sponsorship Registration Form that needs to be completed and returned to the Director of Sponsorship.

All sponsors will receive a Sponsorship Acknowledgement (Appendix X) in writing for gifts of \$250 or more following IRS guidelines. For more information, see: <http://www.irs.gov/Charities-&-Non-Profits/Substantiating-Charitable-Contributions>. Note that special rules apply for quid pro quo contributions. A *quid pro quo contribution* is a payment made to a charity by a donor partly as a contribution and partly for goods or services provided to the donor by the charity.

Article XIII. Electronic Voting

(a) Executive Board of Directors

There may be circumstances in which an expeditious approval from the Executive Board of Directors is required for league business. The President or VP of Administration shall send an email to the Executive Board describing in sufficient detail the item requiring a vote and the duration of time requested for review and comments. The review period should be reasonably established based upon the item being voted on, the discussion that may ensue and should not be less than 3 calendar days. The executive members shall “reply all” with comments, concerns and their vote. The minimum number of votes required to be considered a properly executed vote shall be 4. A simple majority is required to pass.

(b) Board of Directors

There may be circumstances in which an expeditious approval from the Board of Directors is required for league business. The President or VP of Administration shall send an email to the Board of Directors describing in sufficient detail the item requiring a vote and the duration of time requested for review and comments. The review period should be reasonably established based upon the item being voted on, the discussion that may ensue and should not be less than 3 calendar days. The members shall “reply all” with comments, concerns and their vote. The minimum number of votes required to be considered a properly executed vote shall be 2/3rds the number of Board of Directors. A simple majority is required to pass.

Article XIV. Mailbox

The President is responsible for checking the PO Box each week. All Bank statements will be reviewed by the president before being handed over to the VP of Finance for reconciliation.

Article XV. Uniforms

All players on a team shall wear numbered uniforms identical in color, trim and style.

(a) Baseball T-Ball, Rookies, Farm and AAA Divisions

Team uniform t-shirt is to be worn at all times during the game. Team uniform billed hat is to be worn at all times while in an on-field defensive position.

(b) Baseball Majors and Above Divisions

Team jersey is to be worn at all times during the game. Uniform jersey must include Official Little League Shoulder Patch on upper left sleeve.

Team uniform billed hat is to be worn at all times while player is in an on-field defensive position.

(c) Softball T-Ball, Rookies, Farm and AAA Divisions

Team uniform t-shirt is to be worn at all times during the game.

Players are not required to wear team uniform visor in an on-field defensive position if visor impedes proper use of safety gear for head or face.

(d) Softball Majors and Above Divisions

Team uniform jersey is to be worn at all times during the game. Uniform jersey must include Official Little League Shoulder Patch and be affixed on upper left sleeve or over the left breast.

Players are not required to wear team uniform visor in an on-field defensive position if visor impedes proper use of safety gear for head or face.