

KATY NATIONAL LITTLE LEAGUE (KNLL)

BYLAWS

ARTICLE I – PURPOSE OF BYLAWS

These Bylaws are adopted to supplement the KNLL 2026 Constitution and provide detailed governance, operational procedures, and administrative structure for the League.

- These Bylaws Shall not conflict with the approved Constitution
 - Shall defer to Little League rules in all cases
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ARTICLE II – MEMBERSHIP (SUPPLEMENTAL)

Section 2.1 – Good Standing

A Member in Good Standing is one who:

- Is current on financial obligations (if applicable)
- Is not in violation of league conduct policies
- Meets all eligibility and volunteer requirements

Section 2.2 – Conduct Expectations

All members (players, parents, volunteers) are expected to:

- Demonstrate sportsmanship and respect
 - Follow league policies and Little League rules
 - Avoid conduct detrimental to the League
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ARTICLE III – DUES AND FINANCIAL ACCESS

Section 3.1 – Participation Fees

- Fees may be set by the Board
- **No player shall be denied participation due to inability to pay**

Section 3.2 – Payment Flexibility

- Payment plans may be arranged
- Scholarships may be approved by the President

- No limit on frequency of hardship requests
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ARTICLE IV – BOARD STRUCTURE (SUPPLEMENTAL)

Section 4.1 – Executive Committee

The Executive Committee shall consist of:

- President
- Vice President
- Treasurer
- Secretary
- Head Player Agent

Authority:

- May act on urgent matters when a matter cannot wait until the next regularly scheduled Board meeting.
 - The committee must submit a written report of all actions taken to the Board at its next meeting
 - any actions taken are subject to review, approval, or rescission by the full Board of Directors.
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Section 4.2 – Board Positions

In addition to constitutional officers, the Board may include:

- Divisional Player Agents (per division(s))
 - Uniform Coordinator
 - Umpire in Chief
 - League Information Officer
 - Marketing / PR Manager
 - Concessions Manager
 - Sponsorship / Fundraising Manager
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Section 4.3 – Terms

- Board terms: 1 year
 - President: max 3 consecutive terms
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Section 4.4 – Former President

- Serves as non-voting advisor for one year
 - Provides transition support
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ARTICLE V – BOARD OPERATIONS

Section 5.1 – Make-up

Board of directors cannot be made up of more than 75% of people who are coaches

Section 5.2 – Removal

Board may remove any member or director by two-thirds vote for:

- Misconduct
 - Policy violations
 - Providing false information
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ARTICLE VI – FINANCIAL GOVERNANCE

Section 6.1 – Treasurer Responsibilities

- Maintain all financial records
- Provide reporting
- Manage deposits and disbursements

Section 6.2 – Financial Controls

- Treasurer is primary financial authority
- League funds must:
 - Be deposited into league accounts
 - Not flow through personal accounts

- Apps (Zelle, Venmo, etc.) for (payment receipt only) must be league-controlled only and deposit funds directly into league-controlled bank accounts.
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Section 6.3 – Concessions

- Managed by Concessions Manager
 - Separate tracking and monthly reporting required
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Section 6.4 – External Support

- Board shall engage in the services of a CPA to handle filing IRS tax forms to ensure tax compliance.
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ARTICLE VII – PLAYER OPERATIONS

Section 7.1 – Divisional Player Agents

- Manage individual divisions
 - Cannot oversee divisions with conflicts (child/coach role)
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Section 7.2 – Scheduling

- Created by Head player Agent / Divisional Player Agents
 - Approved by President
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Section 7.3 – Player Treatment

- Equal and fair participation required
 - Complaints escalate:
 - Manager → Player Agent → VP → President
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ARTICLE VIII – COACHES, MANAGERS, AND UMPIRES

Section 8.1 – Coaches

- Nominated by Player Agent

- Approved by President and Board

Section 8.2 – Umpires

- Managed by Umpire in Chief
- Scheduled with conflict avoidance rules

Section 8.3 – Training

- Annual coach and umpire meetings required
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ARTICLE IX – SAFETY AND EQUIPMENT

Section 9.1 – Safety Officer

- Oversees safety program
- Ensures compliance
- Monitors fields and conditions

Section 9.2 – Incident Reporting

- All injuries must be documented within 24 hours

Section 9.3 – Equipment

- Annual inventory required
 - Unsafe equipment removed immediately
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ARTICLE X – FUNDRAISING AND SPONSORSHIP

- All fundraising must be:
 - Approved by Board
 - Deposited into league accounts
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ARTICLE XI – CONFLICTS OF INTEREST

- All Board members must disclose:
 - Financial interests that may be a potential conflict
 - Vendor relationships

- Non-compensated outside participation is not automatically a conflict
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ARTICLE XII – COMMITTEES

Section 12.1 The Board may establish:

- Finance Committee
- Facilities Committee
- Sponsorship Committee
- Opening Day / Events Committee
- Protest Committee (per Little League rules) (No officer with kids in any division can serve on this committee)
- Any additional committees deemed necessary by the board

All committee members shall be appointed and approved by board

Section 12.2

- Committees shall consist of 3-5 members
 - President and VP shall be on all committees
 - A quorum is defined as 75% of a committee
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ARTICLE XIII – ELECTIONS (SUPPLEMENTAL CLARITY)

- Board members must receive majority vote (>50%)
 - Highest vote-getters fill available positions
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ARTICLE XIV – ADOPTION

These Bylaws are adopted by the KNLL Board of Directors and are effective as of:

Date: _____

Appendix A – Position duties

Section 1–Divisional Player Agents

All divisions of the LEAGUE should have a PLAYER AGENT to represent its members. The Player Agent cannot have a child or children in the division or multiple divisions. The Player Agent cannot be over a division where they are managing or coaching.

The Player Agents are responsible for all aspects of the division, in coordination with the Head Player Agent, the Vice-President, and the President. All issues should be managed upward, with due diligence, fairness, and thorough documentation. Any changes to rules, processes, or procedures must be decided before implementation.

Section 2–Umpire in Chief

The Umpire in Chief will be responsible for the coordinated administration of all matters involving field officials. Player Agents, Head Player Agent, Protest Committee, and Executive Board Members should be involved in discussions and decisions where necessary.

The Umpire in Chief is responsible for the training and evaluation of all umpires. 11

The Umpire in Chief will coordinate with the Vice President and Scheduling Coordinator to schedule officials for all regular-season and tournament games. The President will approve the final schedule and receive any ejection reports from umpires.

At no point should the Umpire in Chief schedule officials for any division where they are a manager, coach, or have a player on the field. When a conflict arises, the scheduling of officials would default to the Scheduling Coordinator, with the President for final approval.

Section 3–League Information Officer

Sets up and manages the LEAGUE official website; assigns online administrative rights to other local volunteers; encourages creation of team web sites to managers, coaches, and parents; ensures that LEAGUE news and scores are updated online regularly; collects, posts, and distributes essential information on LEAGUE activities including direct dissemination of fundraising and sponsor activities to Little League, the district, the public, LEAGUE members, and the media; serves as primary contact person for Little League and Dick's Team Sports HQ regarding optimizing use of the Internet for LEAGUE administration and for distributing information to LEAGUE members and to Little League International. Provides player, coach, and manager records to Little League International in electronic format.

Section 4–Marketing/Public Relations Manager

Oversee new player recruitment efforts; develop and maintain a LEAGUE marketing plan focused on player recruitment and retention; oversee efforts to market new divisions of play and initiatives offered by the LEAGUE; work with local media to promote the interests of Little League, and coordinate efforts to make the local Little League visible in the community year-round.

Section 5–Concession Manager

Maintains the operation of concession facilities, organizes the purchase of concession products; is responsible for the management of the concession sales at LEAGUE events; schedules volunteers to work the concession booth during LEAGUE events; collects and reviews concession-related offers, including coupons, discounts, and bulk-purchasing opportunities; and organizes, tallies, and keeps records of concession sales and purchases.

Section 6–Sponsor/Fundraising Coordinator

Solicits and secures local sponsorships to support LEAGUE operations; collects and reviews sponsorship and fundraising opportunities; organizes and implements approved LEAGUE fundraising activities; coordinates participation in fundraising activities; and maintains records of monies obtained through these efforts.

Section 7-Uniform Coordinator

Responsible for the planning, ordering, distribution, tracking, and management of all league uniforms and related apparel to ensure players, coaches, and volunteers are properly outfitted for the season.