

**THE CONSTITUTION OF WEST SPRINGFIELD AMERICAN AND NATIONAL  
LEAGUES (final approval March 15, 2018)**

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**ARTICLE I: NAME:** This organization shall be known as the West Springfield Little League Baseball, Inc., hereafter referred to as "WSLL" or "League."

**ARTICLE II: OBJECTIVE**

**SECTION 1**

The objective of the WSLL 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 WSLL 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 WSLL shall operate exclusively as a non-profit educational organization providing a supervised program of competitive baseball and softball 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 in the League may become a Member, as described below.

**SECTION 2. Classes.** There shall be the following classes of Members.

(a) **Player Members.** Any person meeting the requirements of Little League Regulation IV shall be eligible to play baseball in WSL, but shall have no rights, duties or obligations regarding the management or property of WSL.

(b) **Regular Members.** Any person, age 18 or older, interested in furthering the objectives of the League may become a Regular Member by submitting a Little League Baseball, Inc. annual volunteer application and indicating they wish to become a regular member. Only Regular Members are eligible to vote at Membership Meetings. The Secretary shall maintain the role of such Members. All Officers, Board of Director Members, and Dedicated Volunteers must be Regular Members.

(c) **Honorary Members.** Any person may be elected as an Honorary Member by 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 League. Unless otherwise specified by the Board of Directors, such memberships shall be for one year. Honorary are reserved for non-Members who have contributed to the league in some substantial way or whose association with the league will enhance the league or further its goals.

(d) **Sustaining Members.** Any person not a Regular Member who makes financial or other contributions to the League may, by majority vote of all Directors present at any duly held meeting of the Board of Directors, become a Sustaining Member, but such person shall have no rights, duties or obligations in the management or in the property of the League. Unless otherwise specified by the Board, such memberships shall be for one year.

(e) As used hereafter, the word "Member" shall mean 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 League.

(b) Regular Members should not be engaged in activities in another youth softball/baseball program.

**SECTION 4. SUSPENSION OR TERMINATION.**

(a) Membership may be terminated by resignation, or action of the Board of Directors, as follows

(b) The Board of Directors, by a two-thirds vote of those present at any duly constituted Board

meeting, shall have the authority to discipline or suspend or terminate the membership of any Member of any class, when the conduct of such person is considered detrimental to the best interest of the League and/or Little League Baseball. The Member involved shall be notified of such meeting, informed of the general nature of the charges, and given an opportunity to appear at the meeting to answer such charges.

(c) The Board of Directors shall, in the case of a Player Member, give notice to the manager of the team of which the player is a member. The manager shall appear, in the capacity of an advisor, with the player, before the Board of Directors, or a duly appointed committee of the Board of Directors. The player's parent(s) or legal guardian(s) also may be present. The Board of Directors shall have full power to suspend or revoke such player's right to future participation by two-third vote of those present at any constituted meeting (quorum is required).

#### ARTICLE IV: DUES and FEES

SECTION 1. Dues for Regular Members may be fixed at such amounts, as the Board of Directors may determine for a particular fiscal year.

SECTION 2. Members who fail to pay their fixed dues within thirty days from the time the same become due may, by majority vote of the Board of Directors, be dropped from the rolls and shall forfeit all rights and privileges of membership.

SECTION 3. A reasonable Little League Participation fee may be assessed as the parents' obligation to assure the operational continuity of the League. The Board of Directors shall annually determine such fee based upon the financial needs of the League. **AT NO TIME SHOULD PAYMENT OF ANY FEE BE A PREREQUISITE FOR PARTICIPATION IN THE LITTLE LEAGUE BASEBALL PROGRAM.**

SECTION 4. A reasonable WSL "Volunteer Fee" fee may be assessed to encourage parents and Members to provide assistance in running the League. The fee may be refundable upon the performance of specified volunteer activities. Annually, the Board of Directors shall determine the fee and the specified volunteer activities that may be performed to qualify for return of the fee. If a Member fails to perform a specified volunteer activity, the Volunteer Fee shall be forfeited to WSL.

SECTION 5. Board of Directors members are exempt from the Volunteer Fee. Dedicated Volunteers are exempt from the fee as stated in Article VI, Section 7.

#### ARTICLE V: GENERAL MEMBERSHIP MEETINGS

SECTION 1. **Definition.** A General Membership Meeting is any meeting of the Regular Members of the League. There are two types of General Membership Meetings: Annual General Meetings and Special Meetings.

SECTION 2. **Annual General Meeting.** A minimum of one General Membership Meeting per

fiscal year is required. The Annual General Meeting will be held on the first Tuesday in March at 7:30 PM. At such a meeting, the Membership shall receive a report on the league's condition; consider any proposed changes to the League's constitution; provide for the election of a new Directors (see Article VI); ask questions of and express their views to the current officers; and transact such business as may properly come before it.

(a) **Report On The League's Condition.** At the Annual General Meeting, the President shall be responsible for reporting on the following matters:

- 1) who has been admitted to regular membership of the League for that year;
- 2) the overall condition of the League;
- 3) a general summary of funds received and expended by the League for the previous year, the amount of funds currently in possession of the League, and the name of the financial institution(s) in which such funds are maintained;
- 4) a list of all of the real and personal property owned by the League, where located, and where and how invested;
- 5) for the year immediately preceding, the amount, nature, and purpose of the property acquired, and the details of its acquisition;
- 6) any revision to the Constitution proposed by the Board of Directors or any Member;
- 7) the list of candidates for membership on the Board of Directors;
- 8) a list of motions proposed by the Membership.

(b) **Election of a Board of Directors ("Board").** After receiving the report, the Members shall provide for the election of a Board, as follows:

- 1) At the Annual Meeting, the Members 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 seven (7).
- 2) After the Board of Directors is elected, the Board shall meet to elect the officers. After the election, the Board of Directors shall assume the performance of its duties on August 1st. The Board's term of office shall continue until its successors are elected and qualified under this section.
- 3) 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 a Coaching Coordinator. The Board shall also include a minimum of one manager and one volunteer umpire. Only volunteer umpires may be elected to the Board.

**SECTION 3. Special General Meetings.** Special Meetings are General Membership Meetings called to transact specific business (including to increase the size of the Board of Directors). A Special Meeting may be called by the President at his discretion, by notifying the Secretary. The President shall call a Special Meeting upon the written request of 20 Regular Members or two-thirds of the Regular Members (whichever is fewer). The notice of the meeting must specify the business to be transacted. No business other than that specified in the notice shall be transacted at any such meeting. The meeting shall take place within 30 days of the Secretary's receipt of the request for the meeting.

**SECTION 4. Notice of Meetings.** The Secretary is responsible for delivering notices of General Membership Meetings to Regular Members. The notice shall set forth the place, time, and purpose of the meeting. The notice shall be conveyed in person, electronically, by a notice prominently posted or distributed at the annual player registration, by delivering a notice to the most recent email or street address provided to the League, or by such other means as may be authorized by the Members at a General Membership Meeting. The notice shall be provided at least 14 days in advance of the meeting. Any motions to be made at the meeting, including motions to establish the number of board members at an Annual General Meeting, shall be delivered to the Secretary at least seven days before the meeting.

**SECTION 5. Quorum.** No vote conducted at a General Membership Meeting shall be valid unless 20% of all regular members are present in person, or are represented by absentee ballots.

**SECTION 6. Voting.** Only Regular Members shall be entitled to attend, make motions, and vote at General Membership Meetings. However, the President or the Board of Directors may invite guests to address the Membership during General Membership Meetings. Proxy voting is not permitted.

**SECTION 7. Absentee Ballot.** A Regular Member who cannot attend a General Membership Meeting during which voting will occur may obtain an absentee ballot 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 voting at issue. The Secretary shall present all absentee ballots to the Election Chairman (appointed at the meeting) or whoever is conducting the voting, prior to the vote or election in question being taken.

**SECTION 8. Rules of Order.** Roberts Rules of Order shall govern the proceedings of all General Membership Meetings, except where such rules conflict with this Constitution.

## ARTICLE VI: BOARD OF DIRECTORS

**SECTION 1. Authority.** The management of the property and affairs of the League shall be vested in the Board of Directors, consisting of at least nine members.

**SECTION 2. Selection And Term Of Board Members.** Board members will be elected by the Regular Membership for a term of one year.

**SECTION 3. Election Management.**

(a) The Election Committee (“Committee”) shall be responsible for managing the annual election of the Board of Directors. The election committee should include at least one member who is not a member of the Board of Directors.

(b) No fewer than 30 days prior to the Annual General Meeting, the Committee shall begin soliciting Regular Members who wish to be candidates for election to the Board of Directors. Such solicitation shall be widely publicized.

(c) The Committee may require that, in addition to the annual Little League Baseball, Inc. volunteer form, candidates complete a Board application form describing their qualifications and interests. Any such form must be available to voters at the election site. The Committee will verify the eligibility of candidates for Board membership and may recommend a candidate slate.

(d) The Committee will construct an election ballot containing the names of all eligible candidates. When the number of volunteers to serve on the board is equal to or less than the number of Board memberships available, the ballot will provide two choices: (1) selection of all candidates as board members; and (2) selection of all candidates except those listed by the voter. Any candidate who has been excepted on at least one half of the ballots cast will not be elected to the Board.

(e) The ballot will be posted on the League’s web site.

**SECTION 4. Election at General Membership Meeting.**

(a) The Committee shall ensure that only Members are permitted to vote and that the ballot box is constantly monitored and secure.

(b) The election of Directors shall be a majority vote of the votes cast, including signed absentee ballots received by the Secretary, as described in Article V, Section 7.

(c) Immediately following the election, the Election Chairman shall tabulate all votes, and report the results to the Secretary, who will ensure that the results are posted promptly on the league’s web site.

**SECTION 5. Vacancies.** If a vacancy occurs on the Board of Directors, by death, resignation or otherwise, it may be filled by majority vote of the remaining Directors at any regular meeting or at any Special Board Meeting called for that purpose. The term of a Director appointed under this provision will expire on the date of the next Annual General Meeting or whenever the

Members convene to elect new Board members.

#### **SECTION 6. Board Meetings, Notice and Quorum.**

(a) **Regular Meetings.** Regular meetings of the Board of Directors shall be held on such days as shall be determined by the Board. Ordinarily, the Board will establish an annual meeting schedule within the first month of each fiscal year. The President will establish an agenda for each meeting; but any board member may place an item on the agenda by notifying the Secretary within **seven** days of the scheduled date of a meeting.

(b) **Special Board Meetings.** Special Meetings are meetings called to transact specific business. A Special Meeting may be called by the President, by notifying the Secretary. The President shall call a Special Meeting upon the written request of 50 percent of the Board of Directors, who specify the specific business to be transacted. The notice shall specify the business to be transacted, and no business other than that specified in the notice shall be transacted at any such meeting. The meeting shall take place within 30 days of the Secretary's receipt of the request for the meeting.

(c) **Notice.** The Secretary shall deliver a notice of Board meetings to each Director. The notice shall set forth the place, time, and purpose of the meeting. The notice shall be conveyed in person, electronically, by delivering a notice to the most recent email or street address provided to the League, or by such other means as may be authorized by the Board at a regularly convened meeting. The notice shall be provided at least seven days in advance of the meeting

(d) Only members of the Board of Directors may make motions, and vote at Board meetings.

(e) **Absentee Ballots.** A Director who cannot attend a Board meeting during which voting will occur, may obtain an absentee ballot 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 meeting. The Secretary shall present all absentee ballots to the Election Chairman (appointed at the meeting) or whoever is conducting the voting, prior to the vote or election in question being taken.

(f) **Quorum.** No vote of the Board is binding unless fifty percent of the Board of Directors is present, including by absentee ballot. Proxy voting is not permitted.

#### **SECTION 7. Duties and Powers.**

(a) The Board may establish committees, appoint officers and other appointees, and delegate to them such powers as the Board deems advisable.

(b) If the Board judges that an appointee is performing substantial duties, similar in nature to that performed by Board Members, the Board may designate such appointees as Dedicated Volunteers. Dedicated Volunteers may attend and participate in Board meetings, although they

may not vote on matters reserved for the Board, and may wear insignia, such as hats, similar to those worn by Board Members.

(c) The Board may adopt such rules and regulations for the conduct of its meetings and the management of the League as it may deem proper, provided such rules do not conflict with this Constitution or those of Little League Baseball, Inc.

(d) The Board shall have the power by two-thirds vote of those present at any Regular or Special Board Meeting to discipline, suspend or remove any Director, Officer, or Committee Member of the League in accordance with the procedure set forth in Article III, Section 4.

**SECTION 8. Rules of Order.** Roberts Rules of Order shall govern the proceedings of all Board of Directors meetings, except when such rules conflict with this Constitution.

## ARTICLE VII: LEAGUE OFFICERS

### **SECTION 1. Definition and Types.**

(a) Officers are those Members responsible for overseeing broad areas of league activities (e.g., administration, baseball operations, communications, event planning), or performing specialized, continuing functions, such as those performed by the Player Agent or Safety Agent. At a minimum, the Board shall elect a President, an Executive Vice President, a Secretary, a Treasurer, a Player Agent or Agents, and a Safety Officer (“Required Officers”).

(b) Subject to the approval of the Board, the President may appoint such other Officers as he or she deems necessary to assist in the execution of Presidential functions. These may include, among others, a Vice President for Administration; a Vice President, Baseball Operations; a Vice President, Communications; a Vice President, Player Support; a Vice President, Special Operations; a Vice President, Fields and Facilities; Vice President, Parent Auxiliary; a Vice a Vice President for each chartered league; a Training Officer; an Umpire-in-Chief; and Committee Heads for committees the President or Board deem necessary (“Presidentially-Appointed Officers”).

(c) Officer Perquisites. (1) Officers may nominate assistants and project leaders, subject to appointment by the President, who will inform the Board of any such appointments. (2) Officers may obligate WSLF funds up to the limits of their Board-approved budget, and subject to any budget policies adopted by the Board.

### **SECTION 2. Selection of Officers.**

(a) **Required Officers.** As soon as possible after its election, the Board of Directors shall appoint an Election Committee, and establish a date, no later than July 1, for the election of Required Officers. The Committee shall be responsible for managing this election, and shall solicit Directors who wish their names to be placed on a ballot for election as Required Officers.

Such solicitation shall be publicized to all Directors. The Committee shall construct an election ballot and, no fewer than 14 days before the election date, distribute the ballots to all Directors, or otherwise notify them of those persons seeking election as Officers. The election shall be by majority vote of all Directors present or represented by a properly executed absentee ballot. Immediately following the election, the Election Committee shall tabulate all votes, and announce the newly-elected Officers. The incoming Secretary shall ensure that the results of the election are posted promptly on the League's web site and, if the election is during the playing season, at Byron Avenue Field, or any main park to which the League may relocate.

(b) **Presidentially-Appointed Officers.** As soon as possible after its appointment, an Election Committee shall consult with the incumbent President, any presidential candidate(s), and Board Members to help assess the need for Officers other than Required Officers. Based upon its estimate of a likely slate of such Officers, the Committee will solicit interest among the Members to serve in such positions, and, upon a new President's election, be prepared to make recommendations to the newly-elected President to fill a slate of such officers. Upon the President's selection of a slate of these Officers, the Election Committee shall prepare a ballot to submit that slate to the Board of Directors for its approval. The Board will vote on the slate as a whole. The election shall be by majority vote of all Directors present or represented by a properly executed absentee ballot. Immediately following the election, the Election Committee shall tabulate all votes, and announce the newly-elected Officers. The Secretary shall ensure that the results of the election are posted promptly on the League's web site and, if the election is during the playing season, at Byron Avenue Field, or any main park to which the League may relocate.

**SECTION 3. Vacancies and Presidential Succession.** If a vacancy among the Officer positions occurs, the President may appoint a new officer, but must promptly notify the Board. At the next regularly-scheduled meeting of the Board, the appointment will be submitted to the Board for its approval. If a vacancy develops for the Presidency, the Vice-President will promptly notify the Board, which will promptly schedule an election to determine whether to appoint the Vice-President as President for the remainder of the President's term or to hold a new election. The Vice President will continue to serve as President until a new President is elected.

**SECTION 4. Term of Office.** Officers shall begin their terms on August 1. An Officer's term of office shall expire on July 31 or whenever a successor is elected, whichever occurs later, unless s/he first resigns, or is removed by the Board. Officers may be elected/appointed to successive terms.

**SECTION 5. President.** This Officer shall:

(a) conduct the affairs of the League and execute the policies established by the Board of Directors;

(b) present a report of the condition of the 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 League;
- (d) be responsible for the conduct of the League in the 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 League by that organization;
- (e) select needed Officers, Managers and Umpires;
- (f) designate other Officers, if necessary, to make and execute for/and in the name of the League such contracts and leases that have been properly approved;
- (g) investigate complaints, irregularities and conditions detrimental to the League and report thereon to the Board of Directors or Executive Committee as circumstances warrant;
- (h) prepare and submit an annual budget to the Board of Directors and be responsible for the proper execution thereof;
- (I) with the assistance of the Player Agent, examine the application and support proof-of-age documents of every player candidate and certify as to residence and age eligibility before the player may be accepted for tryouts and selection.

**SECTION 6. Executive Vice President.** This Officer shall:

- (a) in case of the absence or disability of the President, and when designated by the President or the Board, perform the duties of the President, and when so acting, shall have all of the powers of that office;
- (b) perform such other duties as from time to time may be assigned by the Board of Directors or by the President.

**SECTION 7. Secretary.** This Officer shall:

- (a) record the activities of the League, and maintain appropriate files, mailing lists and necessary records;
- (b) maintain a list of all Regular, Sustaining and Honorary Members, Officers, and committee members and give notice of all Membership and Board meetings;
- (c) publish the agenda and keep the minutes of the meetings of the Members, the Board of Directors and the Executive Committee, and cause them to be recorded in a place kept for that purpose;
- (d) correspond with other entities, as necessary, and maintain such correspondence;

(e) enact orders, votes and resolutions not specified for enactment by others;

(f) chair the Election Committee;

(g) ensure necessary chartering and other required documents that are not the responsibility of the Treasurer, the Player Agent, or the Safety Officer are submitted to Little League headquarters;

(h) perform such duties as are herein specifically set forth and such other duties as are customarily incident to the Office of Secretary, or may be assigned by the Board of Directors.

**SECTION 8. Treasurer.** This Officer shall:

(a) perform such duties as are herein specifically 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 League, including the Auxiliary, approve all payments from allotted funds, and draw checks therefore in agreement with the policies established by the Board of Directors;

(d) prepare an annual budget, under the Direction of the President, for submission to the Board of Directors;

(e) prepare an annual financial report, under the direction of the President, for submission to the Membership and the Board of Directors at the Annual Meeting and to Little League Headquarters;

(f) prepare monthly financial reports for the Board;

(g) oversee the preparation of any required reports to the Internal Revenue Service.

**SECTION 9. Player Agent.** This Officer 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 checking residence and age eligibility;

(c) conduct the tryouts, player draft and all other player transactions or selection meetings;

(d) prepare for the President's signature and submission to Little League Baseball, Inc. team rosters, including players claimed, and the tournament team eligibility affidavit(s);

(e) notify Little League Baseball, Inc. of any subsequent player replacements or trades;

(f) advise any All-Star Committee.

**SECTION 10. Safety Officer.** This Officer shall:

(a) develop and implement a plan for increasing safety of activities, equipment and facilities through education, compliance, and reporting.

(b) conduct annual safety training for coaches and managers;

(c) implement Little League's volunteer background investigation requirements and recommend any other background investigations for key positions;

(d) perform such other duties as the Board might assign.

**SECTION 11. The Umpire In Chief.** If appointed, this Officer shall:

(a) recruit, interview, and recommend to the President for appointment a staff of umpires;

(b) be responsible for training, evaluating, scheduling and supervising volunteer umpires;

(c) advise the Rules Committee;

(d) perform such other duties as the Board might assign.

**SECTION 12. Vice President, Communications (League Information Officer).** If appointed, this Officer shall:

(a) manage the league's official web site and other media used to convey information concerning the League;

(b) assign administrative rights on the web site to volunteers;

(c) ensure that league news are updated on a regular basis;

(d) collect, post and distribute important information on League activities to the public, League participants, and the media;

(e) serve any functions assigned by Little League Baseball to the League Information Officer;

(f) perform such other duties as the Board might assign.

**SECTION 13. Coaching Coordinator.** If appointed, this Officer shall:

- (a) present a coach/manager training plan and budget to the Board;
- (b) identify training goals for players and coaches at each level of play;
- (c) implement a League training program;
- (d) recruit and train a volunteer training staff;
- (e) develop and/or procure, and distribute suitable training materials for coaches and players;
- (f) serve as the contact person for Little League's manager-coach education program;
- (g) identify additional training opportunities for coaches;
- (h) order and distribute training materials to coaches and players;
- (I) serve as the league resource for questions concerning player development issues;
- (j) perform such other duties as the Board might assign.

**SECTION 14. Vice President, Administration.** If appointed, this Officer shall be responsible for administrative activities of the League, including the management of volunteer and board assignments, sponsors, contracting policy, special project coordination, and such other duties as the Board might assign.

**SECTION 15. Vice President, Fields and Facilities.** If appointed, this Officer shall:

- (a) investigate and recommend suitable sites and plans for development;
- (b) be responsible for repair and improvement recommendations;
- (c) develop and implement a maintenance and repair program for league fields and facilities;
- (d) supervise the performance of approved projects;
- (e) account for property related to the league's fields and facilities;
- (f) perform such other duties as the Board might assign.

**SECTION 16. Vice President, Baseball Operations.** If appointed, this Officer shall be responsible for:

- (a) coordinating the tasking and supervision of managers and league directors;
- (b) chairing the manager selection committee;
- (c) game scheduling and score reporting;
- (d) the manager evaluation program;
- (e) performing such other duties as the Board might assign.

**SECTION 17. Vice Presidents for Each of the Chartered Leagues.** If appointed, these Officers shall:

- (a) act as associate Vice Presidents of Baseball Operations, and assume responsibilities for such tasks as assigned by the Vice President, Baseball Operations;
- (b) nominate and supervise league directors;
- (c) act as second-line supervisors for league managers;
- (c) represent charter-specific interests;
- (d) perform such other duties as the Board might assign.

**SECTION 18. Vice President, Player Support.** If appointed, this Officer shall be responsible for the procurement and distribution of items necessary to be supplied to players (except training materials), including playing equipment, trophies, team pictures, and uniforms, as well as advising the Board on policies concerning these items; and performing such other duties as the Board might assign.

**SECTION 19. Vice President, Special Operations.** If appointed, this Officer shall be responsible for planning and administering non-game events necessary for the conduct of the league, including registration, tryouts, opening day ceremonies, closing day ceremonies, and any other special events approved by the Board; and performing such other duties as the Board might assign.

**SECTION 20. Vice President, Parent Auxiliary.** If appointed, this Officer shall be responsible for leading and advising the Auxiliary Committee, a group of parents, who will assist the League by planning and executing fund raising and other support operations designated by the Board.

#### ARTICLE VIII: EXECUTIVE COMMITTEE

**SECTION 1.** Each year, the President shall appoint, subject to the approval of the Board of

Directors, an Executive Committee, which shall consist of at least nine Board Members. The Required Officers and Presidentially-Appointed Officers will automatically be included on the Executive Committee. The President may appoint other officers, subject to the Board's approval.

SECTION 2. The Executive Committee shall:

- (a) ensure necessary votes are taken, approvals sought, and, in general, that the league's policies, operating schedule, and budgetary constraints are adhered to;
- (b) help develop needful policies, and place before the Board such matters as are necessary to secure the efficient operation and serve the interests of the league;
- (c) develop the League's annual agenda and calendar of events, including the dates of regular Board meetings and of the Annual General Membership Meeting;
- (d) recruit and assign committee members and recommend the appointment of such other persons to positions as it deems necessary for the proper running of the League;
- (e) perform such other tasks, including the approval of contracts, as the Board might permit.
- (f) In no event does the Executive Committee have authority over the Board of Directors.

#### ARTICLE IX: OTHER COMMITTEES

A committee is a group of three or more persons charged by the Board with overseeing or accomplishing a specific function, or of investigating a particular matter or matters. The Board may refer the need for such committees to the Election Committee, so that it might propose a slate of committee members.

**SECTION 1. Auditing Committee.** The Board of Directors may appoint an Auditing Committee. The President, Treasurer and those with check signing authority are not eligible. The Committee will review the League's books and records at the conclusion of the WSLI fiscal year, and provide a written statement of its findings. In the alternative, the Board may direct that the Committee secure the services of an independent certified public accountant ("CPA") to perform the annual review. The financial report of the CPA will be presented by the President and Treasurer at the Annual General Membership Meeting.

**SECTION 2. Auxiliary Committee.** The Board of Directors may appoint an Auxiliary Committee. 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 of the Auxiliary.

**SECTION 3. District Committee.** The Board of Directors may appoint a District Committee. The Committee shall assist the District Administrator in the 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 4. Finance Committee.** The Board of Directors may appoint a Finance Committee. The Committee shall investigate ways and means of financing the League, including team sponsorships, and shall manage the annual budget approval process. The Committee also shall be responsible for devising and monitoring procedures to ensure that funds collected are properly accounted for and deposited, and that expenses are properly approved and paid.

**SECTION 5. Manager Selection Committee.** The Board of Directors may appoint a Manager Selection Committee. The Committee shall solicit prospective manager and coach candidates, investigate such candidates, and recommend a slate of acceptable candidates for appointment by the President and subsequent approval by the Board of Directors.

**SECTION 6. Membership Committee.** The Board of Directors may appoint a Membership Committee. The Committee shall be responsible for determining how best to reach prospective players, establish membership goals, and assess the league's success in reaching those goals.

**SECTION 7 Rules Committee.** The Board of Directors may appoint a Rules Committee to oversee the annual local rules and regulations review process. To that end, the Committee will solicit rule and regulation proposals, review them to ensure consistency with national rules, identify those that require a waiver, ensure they are clearly written, organize them for presentation to the Board, negotiate compromises if similar proposals are presented, moderate any discussion of the rules, make recommendations concerning new rules and proposals, and arrange for putting the annual statement of the local rules and regulations into their final form, and distributing them.

**SECTION 8. All-Star Committee.** The Board of Directors may appoint an All-Star Committee. The Committee shall, among other activities:

- (a) develop an all star schedule of events;
- (b) ensure that all-star selection activities and rules set forth in the League's Local Regulations are followed;
- (c) establish an all-star budget;
- (d) ensure potential player and coaching candidates are notified of the process;
- (e) ensure selected players are eligible and supply all required proof of eligibility;

(f) ensure all coaches satisfy any Little League eligibility requirements, including the satisfaction of any volunteer background investigation requirement;

(g) familiarize players and parents with all-star policies and procedures;

(h) advise the board concerning uniforms and mementos, if any.

**SECTION 9. Tournament Committee.** The Board may appoint a Tournament Committee. The Committee shall be responsible for planning and executing League responsibilities, when it hosts District or State tournaments.

#### ARTICLE X: AFFILIATION

**SECTION 1. Charter.** The League shall annually apply for a charter or charters from Little League Baseball, Incorporated, and shall do all things necessary to obtain and maintain such charter(s). The League shall devote its entire energies to the activities authorized by such charter(s) 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 League.

**SECTION 3. Local Rules, Ground Rules and/or Bylaws.** The local rules, ground rules and/or bylaws of WSLL shall be adopted by the Board of Directors at a meeting to be held not less than one month before the first scheduled game of the Spring season, but may not conflict with the Rules, Regulations, and Policies of Little League Baseball, Incorporated, nor shall they conflict with this Constitution. The local rules, ground rules and/or bylaws of WSLL expire at the end of each fiscal year, and are not considered part of this Constitution.

#### ARTICLE XI: FINANCIAL AND ACCOUNTING

**SECTION 1. Authority.** The Board of Directors shall decide all matters pertaining to the finances of the League and it shall place all income including Auxiliary funds, in a common league treasury, directing the expenditure of same in such a manner as will give no individual or team an advantaged 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 same for the common treasury of the League, thereby to discourage favoritism among teams and to endeavor to equalize the benefits of the 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 so raised are placed in the League's Treasury.

**SECTION 4. Disbursement of Funds.** The Board shall not permit the disbursement of League funds for other than the conduct of Little League activities in accordance with the rules and policies of Little League Baseball, Incorporated. All disbursements by check shall be signed by the League Treasurer and such other Officer or Officers or persons as the Board may direct, except as approved by the Board of Directors.

**SECTION 5. Compensation.** No Director, Officer or Member of the League shall receive, directly or indirectly, any salary, compensation or emolument from the League for services rendered as a Director, Officer or Member.

**SECTION 6. Deposits.** All monies received, including Auxiliary Funds, shall be deposited to the credit of the League in a federally-insured bank account at Wachovia Bank, Springfield, VA 22152.

**SECTION 7. Fiscal Year.** The League's fiscal year shall begin on the first day of October, and shall end on the last day of the following September.

**SECTION 8. Unauthorized Expenditures.** Absent authority by the Board of Directors to spend or to obligate money, league members and officers may not spend or obligate money upon the league's behalf. Any such unauthorized expenditures or obligations will be reported immediately to the President, who will then notify the Treasurer. The Treasurer will investigate the matter, and report the results of that investigation to the President. The President will promptly report the matter to the Board, and recommend to the Board whether any unauthorized expense should be disavowed or ratified, and whether any other action is warranted.

**SECTION 9. Distribution of Property upon Dissolution.** Upon dissolution of the League and after all outstanding debts and claims have been satisfied, the Members shall direct the remaining property of the League to another Federally Incorporated entity that maintains the same objectives as set forth in Article II of this Constitution, which are or may be entitled to the exemption under Section 501(c)(3) of the Internal Revenue Code or any future corresponding provision.

## 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. A draft of all proposed amendments shall be submitted to Little League Baseball, Incorporated, for approval before implementation.

After obtaining approval from Little League Baseball, this Constitution was approved by the West Springfield Little League membership on February 3, 2015.

Craig P Stine  
President, West Springfield (American and National) Little League

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American League ID Number: 03460907

Federal ID Number