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Dixon Little League Constitution (By-Laws)

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Article I – NAME

This organization shall be known as the DIXON LITTLE LEAGUE, hereinafter referred to as "Local League."

Article II - OBJECTIVES

SECTION 1 - The objective of the Local League shall be to implant firmly in the children of the community, the ideals of good sportsmanship, honesty loyalty, courage, and respect for authority, so that they may be will adjusted, stronger, and happier children and will grow to be good, decent, healthy and trustworthy citizens.

SECTION 2 – To achieve this objective, the Local League will provide a supervised program under the Rules and Regulations of Little League Baseball, Incorporated. All Directors/Executives, 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-c3) of the Federal Internal Revenue Code, the Local League shall operate exclusively as a non-profit educational organization providing a supervised program of competitive baseball games. No part of the net earnings shall inure to the benefit of any private shareholder or individual: no substantial part of the activities of which is carrying on propaganda, or otherwise attempting to influence legislation, and which does not participate in, or intervene in any political campaign on behalf of any candidate for public office.

Article III - MEMBERSHIP

SECTION 1 - Eligibility. Any person sincerely interested in active participation to effect the objective of this Local League may apply to become a member. Membership requires current volunteer form and cleared background check.

SECTION 2 - Membership.

- A. Regular Members. Any candidate meeting the requirements of Little League Regulation IV and who resides within the authorized boundaries of the Local League shall be eligible to compete for participation but shall have no rights, duties or obligations in the management of the property of the Local League, this includes coaches, managers and team parents with current volunteer forms on file.
- B. Executive Members or Board of Directors shall have the same eligibility requirements as regular members but are responsible for the management of the local league.
- C. Officers, agents and coordinators. shall have the same eligibility requirements as the other members, these are the board members elected during the annual meeting that are not executive board members but do have voting rights, duties and obligations in the management of the local league.

SECTION 3 - Other Affiliations.

(a) Members, whether Regular or otherwise, shall not be required to be affiliated with another organization or group to qualify as members of the Local League.

SECTION 4 - Suspension or Termination. Membership may be terminated by resignation or action of the Executive Board of Directors.

(a) The Board of Directors, by a majority ($\frac{2}{3}$) vote at any duly constituted meeting, shall have the authority to discipline, suspend, or terminate the membership or any Member of any class 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 the charges, and given an opportunity to appear at the meeting to answer such charges.

Article IV - FEES

SECTION 1 - a reasonable Little League participation fee may be assessed as a parent's obligation to assure the operational continuity of the Local Little League. AT NO TIME SHOULD PAYMENT OF ANY FEE BE A PREREQUISITE FOR PARTICIPATION IN THE LITTLE LEAGUE BASEBALL PROGRAM. [Little League Regulation XIII (c)] Scholarship programs will be made available to those that cannot afford to pay any or all registration fees, provided verification has been given to the local league.

Article V - MEETINGS

SECTION 1 - Annual Meeting. The annual meeting of the Members of the Local League shall be held in late July each year for the purpose of electing a Board of Directors for the next season. Both The Board of Directors and officers will be elected at the annual meeting.

SECTION 2 - Notice of Meeting. Notice of each meeting of the Members shall be e-mailed or otherwise delivered to each Member at the last recorded address at least ten days in advance, thereof setting forth the place, time, and purpose of the meeting, or in lieu thereof, notice may be given in such form as may be authorized by the Members at a regularly convened meeting.

SECTION 3 – Special Meetings.

- A. Special meetings of the Members may be canceled by the President at their discretion. Upon the written request of ten Members, the President shall call a special meeting 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.
- B. Closed Executive Board Meetings- may be called at anytime during the administrative year, do not require notice to be given at any specific time prior or publicized in any way and can only be called by action of the acting President.

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 in its entirety. The number of board members shall not be less than seven nor more than twenty five. The Board shall upon election, immediately enter upon the performance of their duties and shall continue in office until their successors shall have been duly elected and qualified.

SECTION 2 - Required Members. at the very least, The Board shall include the minimum of three executive board members (one of which must be the President) and shall also include the Director of Baseball, Player Agent, a Safety and Training Officer. The number of managers including minor league representation elected to the Board shall not exceed a minority of the total Board Members.

SECTION 3 – Annual Election and Term of Office. At each annual meeting, the Members shall determine the number of directors to be elected for the ensuing year and shall elect such number of board members. The number so fixed may, within the limits prescribed be the foregoing Section 1, be increased at any regular or special meeting of the Members, and if the number is increased, the additional members may be elected at the meeting at which the increase is voted, or at any subsequent meeting. All elections of Directors shall be by majority ($\frac{2}{3}$) vote, of all members present or represented by a properly executed absentee ballot filed with the Secretary or President (via email or otherwise) prior to the election meeting.

SECTION 4 – Vacancies. If any vacancy occurs in the Board of directors, by death, resignation, or otherwise, it may be filled by a majority ($\frac{2}{3}$) vote of the remaining Directors at any regular meeting or at any special meeting called for that purpose.

SECTION 5 - Meetings, Notice, and Quorum. Regular meetings of the Board shall be held immediately following the annual election and on such days thereafter as shall be determined by the Board. The President may, whenever they deem it advisable shall at the request in writing of ten board members issue a call for a special meeting of the Board. Notice of each meeting shall be given by the President to each Director and board member at least 24 hours before the time appointed for the meeting to the last recorded address of each Director, or by telephone, text, email, or in person. In case of special meetings, such notice shall include the purpose of the meeting and no matters not so stated may be acted upon at the meeting.

Thirty percent members of the Board shall constitute a quorum for the transaction of business. Voting can be done between meetings via email on items requiring action and only when initiated/motioned by the President or Vice President. Majority vote is defined as ($\frac{2}{3}$) of present members.

SECTION 6 - Duties and Powers. The Executive Board of Directors shall have the power to appoint such standing committees as it shall determine appropriate and to delegate such

powers to them and shall deem advisable and which it may properly delegate. The Executive Board may adopt such rules and regulations for the conduct of its meetings and the management of the Local League as it may deem proper.

The Board shall have the power by a majority ($\frac{2}{3}$) 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 4a). The Membership shall receive at the annual meeting of the Members of the Local League a report verified by the President and Treasurer, or by a majority ($\frac{2}{3}$) of the Board, showing the whole amount of real and personal property owned by the Local League, where located, and where and how invested, the amount and nature of the property acquired 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 and places of residence of the persons who have been admitted to membership in the Local League during such year, which 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. A copy of such report shall be forwarded to Little League Headquarters.

Article VII - EXECUTIVE COMMITTEE

SECTION 1 – The Board of the current year shall appoint an Executive Board for the ensuing year at the annual meeting which shall consist of not less than three nor more than five Directors, one of whom shall be the President of the Local League.

SECTION 2 - The Executive Board shall advise with and assist the Officers of the Local League in all matters concerning its interests and the management of its affairs, and shall have such other powers as may be delegated to it by the Board.

SECTION 3 - At any meeting of the Board thirty percent of the total number of board members including at least 2 executive members (one of which must be the president or vice president) shall constitute a quorum for the transaction of business, and the act of a majority ($\frac{2}{3}$) present at any meeting at which there is a quorum shall be the act of the board.

Article VIII - OTHER COMMITTEES

SECTION 1 – Nominating Committee. The Board of Directors may appoint a Nominating Committee consisting of three Directors and other appointed Regular Members. The Committee shall investigate and consider eligible candidates and submit at the annual meeting a slate of candidates for the Board of Directors. The Committee shall also submit for consideration by the Board of Directors a slate of Officers and Committee Members.

SECTION 2 - Finance Committee. The Board of Directors may appoint a Finance Committee consisting of not less than three nor more than five board members. The Treasurer shall be an ex-officio member of the Committee. The Committee shall investigate ways and means of financing/fundraising for the Local League including team sponsorships and submit recommendations. It shall be responsible for taking up collections at games if such collections are authorized by the Local League, and shall turn over said collections to the Treasurer immediately after each game.

SECTION 3 - Playing Equipment Committee. The Board of Directors may appoint an Equipment and Uniform Committee which shall secure bids on needed supplies and equipment and make recommendations for their purchase to the Board. The Committee shall be responsible for the proper issuance of such supplies and equipment, and for the return, repair, cleaning, and storage thereof at the close of the season.

SECTION 4 – Managers Committee. The Board of Directors may appoint a Managers Committee consisting of three board members. The Committee shall interview prospective managers and coaches and recommend acceptable candidates to the President for appointment and subsequent approval by the Board of Directors. It shall, during the season, observe the conduct of the managers and coaches and report its findings to the President of the Local League. It shall at the request of the President or Board of Directors, investigate complaints concerning managers and coaches and make a report thereof to the President or Board of Directors as the case may be.

SECTION 5 - Draft Committee- The draft committee shall only include the President, Vice President and Director of Baseball. The draft committee will organize the registration numbers, dictate number of teams in each division as well as conduct and be present at the drafts for all divisions. The Draft Committee will also schedule the regular season games for all of the teams in every division as well as organize any interleague play.

Sec 6- Constitution Committee- after the annual rules update meeting which is to take place prior to Dec 1st each year, any said constitution committee will consist of no less than 7 nor more than 15 members that have current volunteer forms on file and are not the significant other of any regular board member. The committee will only commence in an odd number format. The updates that are accepted by the committee will be updated then a declaration will be signed by each member of the constitution committee. If the executive board accepts/adopts the constitution “as is” during any year, no Constitution committee will be designated that year and the most current master version of the constitution shall remain in effect with a signed acceptance declaration by the current executive board members accompanying it on record with the President.

Sec 7- The Executive Board may appoint any other named committee for the purpose of any action required to benefit the league and shall dictate the duties and responsibilities of such committee and advise the entire board at any regular meeting held.

Article IX - OFFICERS, DUTIES, AND POWERS

SECTION 1 - Elections. During the annual meeting, the Directors present, shall meet for the purpose of electing executive members and officers for the ensuing year. The current board members may also submit for consideration by the Board of Directors a slate of Officers and Committee members for the ensuing year.

SECTION 2 – Board. The Board of the Local League shall consist of (at the minimum level), a

President, one Vice President, a Secretary and/or a Treasurer, a Director of Baseball/Player Agent (as one role), a Safety and/or Training Officer, all of whom shall hold office for the ensuing year or until their successors are duly elected. The Board of Directors may appoint such other Officers or agents as it may deem necessary or desirable, and may prescribe the powers and duties of each and may fill any vacancy which may occur in any office. Appointed Officers or Agents shall have no vote on actions taken by the Board of Directors unless such individuals have been elected to fill a vacancy on the Board.

SECTION 3 - President. The President shall:

- (a) Conduct the affairs of the Local League and execute the policies established by the Board and of the executive board of directors.
- (b) Present a report of the condition of the Local League at the annual meeting.
- (c) Communicate to the executive Board of Directors, such matters as deemed appropriate, and make such suggestions as may tend to promote the welfare of the Local League.
- (d) Be responsible for the conduct of the Local League in strict conformity to the policies, principles, Rules and Regulations of Little League Baseball, Incorporated, as agreed to under the conditions of the Charter issued to the Local League by that organization.
- (e) Designate in writing, other Officers if necessary, to have power to make execute in the name of the Local League such contracts and leases they may receive and which have prior approval by the Board.
- (f) Investigate complaints, irregularities and conditions detrimental to the Local League and report thereon to the Board or Executive Committee as circumstances warrant.
- (g) Prepare and submit an annual budget with the assistance of the treasurer to the Board of Directors and be responsible for the proper execution thereof
- (h) With the assistance of the Player Agent, examine the application and support proof of age documents of every player candidate and certify to residence and age eligibility before the player may be accepted for tryouts/ skills assessment and draft selection.

SECTION 4 – Vice President. In case of or at the absence or disability of the President, and provided they are authorized by the President or Board to so act, the Vice President shall perform the duties of the President, and when so acting, shall have all the powers of that office, and shall have such other duties as from time to time may be assigned by the Board of Directors or by the President.

SECTION 5 – Secretary. The Secretary shall:

- (a) Be responsible for recording the activities of the Local League and maintain appropriate files, mailing lists, and necessary records.
- (b) Perform such duties as are herein specifically set forth, in addition to such other duties as are customarily incident to the office of Secretary or as may be assigned by the Board of Directors and or President of the local league.
- (c) Maintain a list of all Regular Members, Directors/Executives, and Committee Members

and give notice of all meetings of the Local League, the Board of Directors and Committees.

(d) Shall issue membership notifications to Regular Members and maintain accuracy of the Board Members on the website.

(e) Keep the minutes of the meetings of the Board and cause them to be recorded and publicized after acceptance and kept for record purposes.

(f) Shall conduct all correspondence not otherwise specifically delegated in connection with said meeting and shall be responsible for carrying out all orders, votes, and resolutions.

(g) Notify Members, Directors/Executives, Officers, and Committee Members of their election or appointment as well as job duties and descriptions.

SECTION 6 - Treasurer. The Treasurer shall:

(a) Perform such duties as are herein set forth and such other duties as are customarily incident to the Office of Treasurer or may be assigned by the Board of Directors and/or President of the local league.

(b) Receive all moneys and securities, and deposit same in a depository approved by the Board of Directors.

(c) Keep records for the receipt and disbursement of all moneys and securities of the Local League, including the auxiliary. Approve all payments from allotted funds and established in advance of such actions by the Board of Directors. All disbursements by check must have dual signature. Prepare necessary documents and submit to tax preparer.

(d) Prepare an annual budget, under the direction of the President, for submission to the Board of Directors at the annual meeting.

(e) Prepare an annual financial report, under the direction of the President, for submission to the Membership and Board of Directors at the annual meeting.

Article X - MANAGERS, COACHES, AND UMPIRES

SECTION 1 - Team managers and coaches shall be appointed annually by the President, and approved by the Board of Directors. Managers shall be responsible for the selection of their teams during draft and for their actions on the field.

SECTION 2 - Umpires shall be appointed annually by the UIC with the approval of the President, the UIC shall be responsible for their assignments and for their actions on the field.

Article XI - AFFILIATION

SECTION 1 - Charter. The Local League shall annually apply for a charter from Little League Baseball Incorporated, and shall do all things necessary to obtain and maintain such charter. The Local League shall devote its entire energies to the activities authorized by such charter and it shall not be affiliated with any other program or organization or operate any other program.

SECTION 2 - Rules and Regulations. The Official Playing Rules and Regulations as published by Little League Baseball, Incorporated, Williamsport, Pennsylvania, shall be binding on this Local League.

SECTION 3 – Local League Rules. The local rules of this Local League shall be adopted by the Board of Directors at a meeting to be held in the postseason and by Dec 1st, but shall in no way conflict with the Rules and Regulations of Little League Baseball, Incorporated. (see attached copy of local rules)

Article XII – FINANCIAL AND ACCOUNTING

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

SECTION 2 - The Board of Directors shall not permit the contribution of funds or property to individual teams but shall solicit some for the common treasurer of the Local League, thereby to discourage favoritism among teams and to endeavor to equalize the benefits of the Local League, except for the little league Challengers division or any other LLI approved specialty divisions.

SECTION 3 – The Board of Directors shall not permit the solicitation of funds in the name of Little League Baseball, Incorporated, unless all of the funds so raised be placed in the Local League treasury. All fundraisers MUST be approved by the executive board prior to the event taking place. Any individual(s) using the league name to solicit funds must have received approval by the board of directors to do so, or could face criminal prosecution.

SECTION 4 - The Board of Directors 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, compensation, discounts or emolument from the Local League for services rendered as Director, Officer, or Member.

SECTION 6 - All monies received, including auxiliary funds, shall be deposited to the credit of the Local League in the First Northern Bank and all disbursement shall be made by check. All checks shall be signed by the Local League Treasurer and such other Officer or persons as the Board of Directors 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 in September.

SECTION 8 – Distribution of property upon dissolution. Upon dissolution of the Local League and after all outstanding debts and claims have been satisfied, the Members shall direct the remaining property of the Local League to another Federally Incorporated entity which maintains the same objectives as set forth herein, which are or may be entitled to exemption under Section 501(c)(3) of the Internal Revenue Code or any future corresponding provision.

Article XIII - Constitution

This constitution shall remain in effect indefinitely, any proposed updates will be given to

a "constitution committee" as described in Article X sec 6.

END.

Lynnsie Bratton 2015 President