

Rancho De Oro Little League Constitution 2018-2019

FY 2018 Constitution

RDO LITTLE LEAGUE, INCORPORATED

4054108

CONSTITUTION

ARTICLE I - NAME

This organization shall be known as Rancho De Oro Little League, Incorporated, hereinafter referred to as "RDOLL".

ARTICLE II - OBJECTIVE

SECTION 1

The objective of RDOLL 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, RDOLL 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, RDOLL 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 to further the objective of RDOLL may apply to become a member.

SECTION 2

CLASSES. There shall be the following classes of Members:

- (a) **Player Members.** Any player candidate meeting the requirements of Little League Regulation IV shall be eligible to compete for participation. Player members shall have no rights, duties, or obligations in the management or in the property of RDOLL.
- (b) **Regular Members.** Any adult person actively interested in furthering the objectives of RDOLL may become a Regular Member upon registration and acceptance of an eligible player member (child or legal dependent) into the league. The adult person must fill out a membership application and pay an annual \$1 membership fee to be considered a member in good standing.
Regular members may also be adults who do not have a dependent Player Member but desires to actively serve RDOLL as an official, umpire, or elected board member, as approved by the Board of Directors.

Rancho De Oro Little League Constitution 2018-2019

Only Regular Members in good standing are eligible to vote at the General Membership meetings. All Officers, Board Members, Committee Members, Managers, Coaches, Volunteer Umpires, and other elected or appointed Officials must be active Regular Members in good standing.

SECTION 3

OTHER AFFILIATIONS. Members shall not be required to be affiliated with another organization or group to qualify as members of RDOLL.

SECTION 4

SUSPENSION OR TERMINATION. Membership may be terminated by resignation or action of the Board of Directors as follows.

- (a) 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, including managers and coaches, when the conduct of such person is considered detrimental to the best interests of RDOLL 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.
- (b) The Board of Directors shall, in case of a Player Member, give notice to the manager of the team of which the player is a Player Member. Said manager shall appear, in the capacity of an adviser, 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) may also be present. The Board of Directors shall have full power to suspend or revoke such player's right to future participation by a two-thirds vote of those present at any duly constituted meeting (quorum is required).

ARTICLE IV - GENERAL MEMBERSHIP MEETINGS

SECTION 1

DEFINITION. A General Membership Meeting is any meeting of the membership of the league (including Special General Membership Meetings, Section 7). A minimum of one per year (Annual Meeting, Section 5) is required.

SECTION 2

NOTICE OF MEETING. Notice of each General Membership Meeting shall be delivered personally, or posted on the RDO website, electronically, or by mail to each Member at the last recorded address at least ten (10) days in advance of the meeting, setting forth the place, time, and purpose of the meeting. In lieu of the above methods, notice may be given in such form as may be authorized by the Members, from time to time, at a regularly convened General Membership Meeting.

Any Member may attend the monthly general meetings.

SECTION 3

QUORUM. At any General Membership Meeting, the presence in person or representation by absentee ballot of fifty percent (50%) of the Board of Directors shall be necessary to constitute a quorum. If a quorum is not present, no business shall be conducted.

SECTION 4

ABSENTEE Ballot. For the expressed purpose of accommodating a Regular Member in good standing who cannot be in attendance at the Annual Meeting, or any General Membership Meeting at which new Board members will be elected, an absentee ballot may be requested and obtained 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 date of the election. The Secretary shall present all absentee ballots to the Election Chairperson (appointed at the

Rancho De Oro Little League Constitution 2018-2019

meeting) on the date of the meeting, prior to the voting portion of the election process. Proxy voting is strictly prohibited.

SECTION 5

ANNUAL MEETING. The Annual Meeting of the Members of RDOLL shall be held between the second Saturday of May and the first Saturday of July each year for the purpose of electing new Members, and nominating the Board of Directors and for the transaction of such business as may properly come before the meeting.

- (a) The Membership shall receive at the next General Meeting following the Annual Meeting of the Members of RDOLL a financial report, verified by the President and Treasurer, or by a majority of the Directors showing:
1. The condition of RDOLL, to be presented by the President or his/her designates;
 2. A general summary of funds received and expended by RDOLL for the previous year, the amount of funds currently in possession of RDOLL, and the name of the financial institution in which such funds are maintained;
 3. The whole amount of real and personal property owned by RDOLL, where located, and where and how invested;
 4. For the year immediately preceding, the amount and nature of the property acquired, with the date of the report and the manner of the acquisition, the amount applied, appropriated, or expended and the purposes, objects, or persons to or for which such applications, appropriations, or expenditures have been made;
 5. 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 10. Write in candidates will be considered when the minimum numbers of director volunteers are not on the ballot.
- (b) After the Board of Directors is elected, the Board shall assume the performance of its duties on August 15. The Board's term of office shall continue until its successors are elected and qualified under this section.
- (c) The Officers of the Board of Directors shall include, at a minimum, the President, Vice President of Administration, Vice President of Operations, Executive Vice President- Upper Division, Treasurer, Secretary, Minors Player Agent, Upper Divisions Player Agent, Marketing/Digital Media Director, Fundraising/Sponsorships Director, Merchandising Director, Schedule/Webmaster, Snack Bar Director, Team Parent Coordinator Upper Divisions, Team Parent Coordinator Minors, Umpire in Chief, Director of League Development, Equipment Director, Facilities/Safety Director, Forehand Field Manager, Rancho San Diego ES Manager, Fuerte ES Manager, Russell Rd Manager. Some positions may be combined by action of the Board of Directors'.

SECTION 6

SPECIAL GENERAL MEMBERSHIP MEETINGS. Special General Membership Meetings of the Members may be called by the Board of Directors or by the Secretary or President at their discretion. Upon the written request of ten (10) Members, the President or Secretary shall call a Special General Membership Meeting to consider the subject specified in the request. No business other than that specified in the notice of the meeting shall be transacted at any Special General Membership Meeting. Such Special General Membership Meeting shall be scheduled to take place not less than thirty (30) days after the request is received by the President or Secretary.

SECTION 7

RULES OF ORDER. Robert's Rules of Order shall govern the proceedings of all General Membership Meetings, except where same conflicts with the Constitution of RDOLL.

ARTICLE V - BOARD OF DIRECTORS

SECTION 1

AUTHORITY. The management of the property and affairs of RDOLL shall be vested in the Board of Directors.

Rancho De Oro Little League Constitution 2018-2019

SECTION 2

INCREASE IN NUMBER. The number of the Board of Directors so fixed at the Annual Meeting may be increased at any General Membership Meeting or Special Meeting of the Members. If the number is increased, the additional Directors may be elected at the meeting at which the increase is voted, or at any subsequent General Membership Meeting. All elections of additional Directors shall be by a majority vote of all Regular Members present or represented by a properly executed and signed absentee ballot filed with the Secretary prior to the election meeting.

SECTION 3

VACANCIES. If any vacancy occurs in the Board of Directors, by death, resignation, or otherwise, it may be filled by a majority vote of the remaining Directors at any regular Board meeting or at any Special Board Meeting called for that purpose.

SECTION 4

BOARD MEETINGS, NOTICE, AND QUORUM. Regular meetings of the Board of Directors shall be held monthly following the Annual Meeting on an agreed upon standard date.

- (a) The President or the Secretary may, whenever they deem it advisable, or the Secretary shall, at the request in writing of five (5) Directors, issue a call for a Special Board Meeting. In the case of Special Board Meetings, such notice shall include the purpose of the meeting and no matters not so stated may be acted upon at the meeting.
- (b) Notice of each Board meeting shall be given by the Secretary personally, electronically, or by mail to each Director at least seven (7) days before the time appointed for the meeting to the last recorded address of each Director.
- (c) The majority of members of the Board of Directors shall constitute a quorum for the transaction of business. If a quorum is not present, no business shall be conducted.
- (d) Only members of the Board of Directors may make motions and vote at meetings of the Board of Directors. Members of the Board may not vote -by proxy unless the President approves such request. However, the board of Directors may invite, admit, and recognize guests for presentations or comments during Board meetings.

SECTION 5

DUTIES AND POWERS. The Board of Directors shall have the power to appoint such standing committees as it shall determine appropriate and to delegate such powers to them as the Board shall deem advisable and which it may properly delegate.

The Board may adopt such rules and regulations for the conduct of its meetings and the management of RDOLL as it may deem proper, provided such rules and regulations do not conflict with this Constitution. The Board shall have the power by a two-thirds vote of those present at any regular Board or Special Board Meeting to discipline, suspend, or remove any Director or Officer or Committee Member of RDOLL in accordance with the procedure set forth in Article III, Section 4 (a, b).

ARTICLE VI - DUTIES AND POWERS OF THE BOARD

SECTION 1

APPOINTMENTS. 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. Appointed officers or agents shall have no vote on actions taken by the Board of Directors unless such individuals have been elected to the Board by the membership or have been elected to fill a vacancy on the Board.

Rancho De Oro Little League Constitution 2018-2019

SECTION 2

PRESIDENT. The President shall:

- (a) Conduct the affairs of RDOLL and execute the policies established by the Board of Directors.
- (b) Present a report of the condition of RDOLL 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 RDOLL.
- (d) Be responsible for the conduct of RDOLL in strict conformity to the policies, principles, and Rules and Regulations of Little League Baseball, Incorporated, RDOLL Local Rules, as agreed to under the conditions of charter issued to RDOLL by that organization.
- (e) Designate in writing other officers, if necessary, to have power to make and execute for and in the name of RDOLL such contracts and leases they may receive and which have had prior approval of the Board.
- (f) Investigate complaints, irregularities, and conditions detrimental to RDOLL and report thereon to the Board or Executive Committee as circumstances warrant.
- (g) Prepare and submit an annual budget to the Board of Directors and be responsible for the proper execution thereof.
- (h) With the assistance of the Player Agent(s), 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 and selection.

SECTION 3

VICE PRESIDENT OF ADMINISTRATION. The Vice President of Administration shall:

- (a) Perform such duties as from time to time may be assigned by the Board of Directors or by the President.
- (b) Oversee and Direct the functions and duties of the following positions: Marketing/Digital Media, Schedule/Webmaster, Fundraising/Sponsorships, Snack Bar, Merchandising, Team Parent Coordinator Upper, Team Parent Coordinator Lower.
- (c) Manage the opening and closing day committee

VICE PRESIDENT OF OPERATIONS. The Vice President of Operations shall:

- (a) Perform such duties as from time to time may be assigned by the Board of Directors or by the President.
- (b) Oversee and Direct the functions and duties of the following positions: Umpire in Chief, Director of League Development, Facilities/Safety Director, Equipment Director

EXECUTIVE VICE PRESIDENT. The Executive Vice President shall:

- (a) Direct and manage the development and play of the Intermediate, Juniors and Seniors Divisions of RDOLL.
- (b) Perform the duties of the President in the absence or disability of the President, provided he or she is authorized by the President or Board so to act. When, so acting, the Executive Vice President shall have all powers of that office.
- (c) Perform such duties as from time to time may be assigned by the Board of Directors or by the President.
- (d) Assist in the creation of practice and playing schedules for the upper divisions.

SECTION 4

SECRETARY. The Secretary shall:

- (a) Be responsible for recording the activities of RDOLL 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.
- (c) Maintain a list of all Regular, Sustaining, and Honorary Members, Directors, and committee members and give notice of all meetings of RDOLL, the Board of Directors, and Committees.

Rancho De Oro Little League Constitution 2018-2019

- (d) Issue membership cards to Regular Members, if approved by the Board of Directors.
- (e) 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 book kept for that purpose.
- (f) Conduct all correspondence not otherwise specifically delegated in connection with said meeting and be responsible for carrying out all orders, votes, and resolutions not otherwise committed.
- (g) Notify Members, Directors, Officers, and committee members of their election or appointment.

SECTION 5

TREASURER. The Treasurer shall:

- (a) Perform such duties as are herein specifically set forth, in addition to such other duties as are customarily incident to the office of Treasurer or as 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 RDOLL, including the Auxiliary, approve all payments from allotted funds and draw checks therefore in agreement with Policies established in advance of such actions by the Board of Directors.
- (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 at the Annual Meeting, and to Little League Headquarters.
- (f) Manage all requisition and funding submissions requiring reimbursement to individuals and upon Presidential co-approval/signature issue reimbursement funds as needed. All individual purchases in excess of \$150 USD will require BOD approval.

SECTION 6

PLAYER AGENT- Upper Divisions. The Player Agent shall:

- (a) Record all player transactions and maintain an accurate and up-to-date record thereof for all divisions Majors through Seniors.
- (b) Receive and review applications for player candidates and assist President in verifying residence and age eligibility.
- (c) Conduct the tryouts, the player draft, and all other player transaction or selection meetings.
- (d) Prepare the Player Agent's list.
- (e) Prepare for the President's signature and submission to Little League Headquarters team rosters, including players claimed, and the tournament team eligibility affidavit.
- (f) Notify Little League Headquarters of any subsequent player replacements or trades.

PLAYER AGENT- Minors Divisions. The Player Agent shall:

- (a) Record all player transactions and maintain an accurate and up-to-date record thereof for all T-ball and Minors divisions.
- (b) Receive and review applications for player candidates and assist President in verifying residence and age eligibility.
- (c) Conduct the tryouts, the player draft, and all other player transaction or selection meetings.
- (d) Prepare the Player Agent's list.
- (e) Prepare for the President's signature and submission to Little League Headquarters team rosters, including players claimed, and the tournament team eligibility affidavit.
- (f) Notify Little League Headquarters of any subsequent player replacements or trades.

Rancho De Oro Little League Constitution 2018-2019

SECTION 7

FACILITIES/SAFETY OFFICER. The Facilities/Safety Officer shall:

- (a) Coordinate and direct facility operations at all league locations.
- (b) Oversee each Facility Managers' activities to assist in providing the best experience for all participants and guests.
- (c) Develop an annual facilities budget to submit to the President for review and board approval.
- (d) Coordinate all capital improvement projects along with the appropriate facility manager.
- (e) Be responsible to create awareness, through education and information, of the opportunities to provide a safer environment for youngsters and all participants of Little League Baseball.
- (b) Develop and implement a plan for increasing safety of activities, equipment, and facilities through education, compliance, and reporting. The following suggestions may be utilized by the Safety Director.
 1. Education -Should facilitate meetings and distribute information among participants including players, managers, coaches, umpires, league officials, parents, guardians, and other volunteers.
 2. Compliance -Should promote safety compliance leadership by increasing awareness of the safety opportunities that arise from these responsibilities.
 3. Reporting should define a process to assure that incidents are recorded, information is sent to league, district, and national offices, and follow-up information on medical and other data is forwarded as available.

SECTION 8

MARKETING/DIGITAL MEDIA. The Marketing/Digital Media Director shall be responsible for some or all of the following:

- (a) Coordinate all marketing and digital media campaigns for RDOLL.
- (b) Manage all social media accounts, working with the webmaster to keep all content current.
- (c) Serve as the point of contact and coordinator for all local media/press activities.
- (d) Assist the Fundraising Director with sponsorship banner activities and placement.

SECTION 9

FUNDRAISING/SPONSORSHIPS. The Fundraising/Sponsorships Director shall be responsible for some or all of the following:

- (a) Coordinate all fundraising and sponsorship efforts for RDOLL including but not limited to uniform auctions, sponsorship banner coordination/placement, field sponsorships, and long term sponsorship contracts for RDOLL.
- (b) Annually form and manage the fundraising committee to help facilitate league revenue. The merchandising director will serve as the committee co-chair. The Committee can be comprised of "non-board" members.
- (c) Serve on the opening and closing day committee

SECTION 10

MERCHANDISING. The Merchandising Director shall be responsible for some or all of the following:

- (a) Coordinate all merchandising efforts for RDOLL including but not limited to assisting with the uniform auctions and uniform distribution for RDOLL.
- (b) Conduct a yearly merchandising campaign to continually generate new-interest in RDOLL.
- (c) Work with the equipment director and team parent coordinators to develop an "on-line storefront" which can be continually accessed to purchase league merchandise.
- (d) Submit an annual merchandising budget to the President for review and final board approval.
- (e) Serve on the opening and closing day committee.

Rancho De Oro Little League Constitution 2018-2019

(f) Assist with sponsorship banner ordering and placement.

SECTION 11

SCHEDULE/WEBMASTER- The SCHEDULE/WEBMASTER shall be responsible for some or all of the following:

- (a) Coordinate all league website activity and along with the digital media director maintain an active and visible digital presence.
- (b) Annually manage all league e-mail accounts
- (c) Coordinate the creation and maintenance of practice and playing schedules with the Director of League Development and Executive VP.
- (d) Assist in on-line registration with the Player Agent(s) for all seasons and events.

SECTION 12

SNACK BAR. The Snack Bar Coordinator(s) shall be responsible for some or all of the following: (2 voting positions if filled with co-director)

- (a) Conduct all league snack bar coordination including all volunteer training.
- (b) Manage the individual snack bar coordinators to ensure schedules, stocking, and safety protocols are strictly maintained.
- (c) Develop and an annual budget for submission to the President and board approval.
- (d) Maintain a budget and inventory control report for review monthly at board meetings.
- (e) Create and manage the snack bar volunteer schedule, staff training, and parent buy-out program.

SECTION 13

TEAM PARENT COORDINATOR(s) The Team Parent Coordinator shall be responsible for some or all of the following: (2 voting positions if filled)

- (a) Create the team parent manuals for each team
- (b) Conduct all league team parent activities including but not limited to team activities, website/app training, uniform auctions, uniform distributions, league event and fundraising participation.
- (c) Serve as the BOD point of contact for all team parents
- (d) Serve on the opening and closing day committees.
- (e) Assist the Fundraising Director with sponsorship banner activities and placement.

SECTION 14

UMPIRE IN CHIEF The Umpire in Chief shall be responsible for some or all of the following:

- (a) Creating and maintaining a trained and active volunteer umpire staff for all RDOLL games
- (b) Maintain an umpire schedule
- (c) Conducting regular training and classes, coordinating with the District staff
- (c) Serve as the BOD point of contact for all umpires
- (d) Coordinate the leagues JR Umpire program, including coordination with local high school teams to build the umpire staffs.
- (e) Conduct an annual audit of all necessary umpire equipment and submit an annual budget request for needed items to the President for review and BOD approval. Requisition any equipment and uniforms during the season as needed.

Rancho De Oro Little League Constitution 2018-2019

SECTION 15

Director of League Development- The Director of League Development shall be responsible for some or all of the following: (2 voting positions if filled with co-director)

- (a) Create and maintain a comprehensive player development program suitable for all age groups, utilizing the resources provided by RDO and Little League International.
- (b) Create and maintain a comprehensive coaches development program suitable for all age groups, utilizing the resources provided by RDO and Little League International.
 - a. Annually develop and maintain list of qualified coaches for the Spring and Fall season for submission to President and BOD for staff consideration.
- (c) Create and maintain a local network of training and instructional professionals/ sources accessible to the league and its members.
- (d) Create and maintain the league's annual clinics, camps, and workout calendar that fosters the facilitation of all development programs. Utilize the established network of professionals for event staffing as needed.

SECTION 16

Facilities Director/Safety Director- The Facility/Safety Director shall be responsible for some or all of the following:

-The Facility Director and Facility Managers each will have a voting position on the BOD.

- (a) Coordination and implementation of all league facility operations and maintenance.
- (b) Oversee the facility management team responsible for each league location.
- (c) Plan a field maintenance and restoration day for each location as required to maintain each facility to acceptable operational and playing standards.
- (d) Coordinate an annual survey and audit of each league facility by the corresponding field manager, noting all property and its overall condition. Submit a requisition/material request as needed for any necessary items. A spending threshold of \$150/transaction will trigger BOD approval.
- (e) Create an annual facility budget and submit to the President by December 1 of each year.
- (f) Facilitate the annual ASAP Safety audit and ASAP report as required by LL International.
- (f) Create and submit all accident reports to LL International within 24 hours of event notification.
- (g) Assist the League Development Director(s) during the annual coaches training by conducting an annual safety meeting.
- (h) Assist in the placement of all league registration and sponsorship banners.
- (i) Serve as the BOD point of contact for all facility directors/managers.

Field Manager(s)- The Field Manager(s) shall be responsible for some or all of the following:

Each facility shall have a designated manager who oversees operations. Each manager is encouraged to establish a team of parent volunteer who frequent/play at that location/field.

- (a) Coordination and implementation of the designated individual facility operations and maintenance.
- (b) Notify the Facility Director and/or President of any facility closures due to weather, special events, or other items. No field shall be closed unless damage will occur by play on said field. League notifications of field closure shall be made by the Facility Director, President, Secretary or Webmaster only.
- (c) Oversee the facility team responsible for each field.
- (d) Coordinate an annual survey and audit of the facility, noting all property and its overall condition. Submit a requisition/material request as needed for any necessary items to the Facility Director.
- (e) Coordinate an initial field "set-up" to ensure that each field is stocked with all necessary equipment and consumable items needed for play.
- (f) Coordinate a final field "close-out" at each season end.
- (g) Maintain a safe facility environment as determined by the ASAP report requirements and LL International.

Rancho De Oro Little League Constitution 2018-2019

(h) Assist in the placement of all league registration and sponsorship banners.

SECTION 17

Equipment Director- The Equipment Director shall be responsible for some or all of the following:

- (a) Coordination and organization of all equipment/gear needed for on field play.
- (b) Conduct an annual audit of all league playing equipment noting the condition of each item.
- (c) Create a list, budget, and purchase plan of all required items needed for play and submit to the BOD for approval.
- (d) Conduct a gear/equipment distribution to all teams at the start of each season of play. Maintain an itemized list for each team of all equipment/gear issued throughout the year.
- (e) Coordinate the return of all assigned gear/equipment at each season end.
- (f) Assist the Merchandise and Team Parent Directors with uniform coordination and distribution for each season.
- (g) Assist the UIC with all required items for league umpire activities.

SECTION 18- Committees

Committee members not serving on the BOD shall be eligible to attend and contribute to all BOD meetings but are not eligible to vote at BOD meetings. Committee members shall be eligible to vote at all league membership meetings.

Auxiliary Committee- Shall be comprised of the Team Parent Directors, Merchandise Directors, Fundraising Director, VP of Administration and league member volunteers as approved by the BOD.

Fundraising Committee- Shall be comprised of the Fundraising/Sponsorship Director, Treasurer, Schedule/Webmaster, Snack Bar Director, Executive VP and league membership volunteers as approved by the BOD.

Fields Committee- Shall be comprised of the Field Director, Field Managers, VP Operations, Equipment Director, and league member volunteers as approved by the BOD.

ARTICLE VII - EXECUTIVE COMMITTEE

SECTION 1

The Board of Directors may appoint the Executive Committee which shall consist of not less than three (3) nor more than five (5) Directors, one of whom shall be the President of RDOLL. The remaining committee members shall be the VP of Operations, VP of Administration, Executive VP, and the upper division Player Agent,

SECTION 2

The Executive Committee shall advise with and assist the Officers of RDOLL in all matters concerning interests and the management of its affairs, and shall have such power as may be delegated to it by the Board, but in no event will the Executive Committee have authority over the Board of Directors.

SECTION 3

At any meeting of the Executive Committee, a majority of the total number of members then in office shall constitute a quorum for the transaction of business and the act of a majority present at any meeting at which there is a quorum shall be the act of the Committee.

Rancho De Oro Little League Constitution 2018-2019

ARTICLE VIII - AFFILIATION

SECTION 1

CHARTER. RDOLL shall annually apply for a charter from Little League Baseball, Incorporated, and shall do all things necessary to obtain and maintain such charter. RDOLL 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 that utilizes RDOLL resources to function.

SECTION 2

RULES AND REGULATIONS. The Official Playing Rules and Regulations as published by Little League Baseball, Incorporated, Williamsport, Pennsylvania, shall be binding on RDOLL.

SECTION 3

LOCAL RULES, GROUND RULES, AND/OR BYLAWS. The local rules, ground rules, and/or bylaws of RDOLL shall be by the Board of Directors at a meeting to be held not less than one month previous to the first scheduled game of the season, but shall in no way 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 RDOLL shall expire at the end of each fiscal year, and are not considered part of this Constitution. (See Article IX, Section 7 for fiscal year of this league.)

ARTICLE IX - FINANCE AND ACCOUNTING

SECTION 1

AUTHORITY. The Board of Directors shall decide all matters pertaining to the finances of RDOLL and it shall place all income, including Auxiliary funds, in a common league treasury, directing the expenditure of funds in such manner as will give no individual or team an advantage 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 some for the common treasury of RDOLL, thereby to discourage favoritism among teams and to endeavor to equalize the benefits of RDOLL.

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 RDOLL treasury.

SECTION 4

DISBURSEMENT OF FUNDS. The Board shall not permit the disbursement of RDOLL funds for other than the conduct of Little League activities in accordance with the rules, regulations, and policies of Little League Baseball, Incorporated. All disbursement shall be made by check. All checks shall be signed by RDOLL Treasurer and/or such other officer, or person as the Board of Directors shall determine. Any purchase or disbursement of RDOLL funds in excess of \$500.00 requires a signature from two authorized board members as designated by the Board of Directors and whose signature card is on record at the financial institution authorized to manage the fund transactions.

SECTION 5

COMPENSATION. No Director, Officer, or Member of RDOLL shall receive, directly or indirectly, any salary, compensation, or emolument from RDOLL for services rendered as Director, Officer, or Member.

SECTION 6

DEPOSITS. All monies received, including Auxiliary Funds, shall be deposited to the credit of RDOLL.

SECTION 7

FISCAL YEAR. The fiscal year of RDOLL shall begin on 01 October and shall end on September 30.

Rancho De Oro Little League Constitution 2018-2019

SECTION 8

DISTRIBUTION OF PROPERTY UPON DISSOLUTION. Upon dissolution of RDOLL, and after all outstanding debts and claims have been satisfied, the Members shall direct the remaining property of RDOLL to another Federally Incorporated entity which maintains the same objectives as set forth in Article II of this Constitution, which are or may be entitled to exemption under Section 501-(c)-(3) of the Internal Revenue Code or any future corresponding provision.

ARTICLE X - 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. Draft of all proposed amendments shall be submitted to Little League Baseball, Incorporated, for approval before implementation.

SECTION 1

Disciplinary Policy. RDOLL maintains a strict policy regarding league member and guest behavior.

- (a) Amendment 1 shall govern all league actions regarding the behavior of league members.
- (b) Any BOD member has the authority to remove any participant and/or guest from a facility at any time if said participant/guest violates RDOLL or Little League behavioral expectations.
 - a. Umpires shall manage all activities on the field as dictated by the Little League Green book.

This Constitution was approved by the RDOLL Little League Membership on May 26, 2018

Josh Bailey
President's Name (Print)
RDOLL Identification Number 4054108

President's Signature/Date

The RDO Little League Constitution on file at Regional Headquarters is the official Constitution of RDO Little League, Incorporated. Little League Baseball, Incorporated and Rancho De Oro Little League, Incorporated do not limit participation in its activities on the basis of disability, race, creed, color, national origin, gender, gender identity or religious preference.

Rancho De Oro Little League Discipline Policy

1.0 Purpose

To provide guidance to all Members of Rancho De Oro Little League (RDO, RDOLL) for the procedures for Disciplinary Review and Action as it relates to violations of the League's Code of Conduct Policy. The Disciplinary Policy ("Policy") establishes the due process by which discipline, if deemed necessary, will be administered by the League Board of Directors as defined by the Rancho De Oro Little League Constitution.

2.0 Expectations

RDO Little League is committed to providing an environment in which all individuals are treated with respect. The League supports equal opportunity and prohibits discriminatory practices. Members are expected to conduct themselves at all times in a manner consistent with the mission of the League. Members are thus expected to fulfill certain responsibilities and obligations, including but not limited to, complying with the policies (such as the Code of Conduct), and rules and regulations of the League.

3.0 Scope

All League Members are subject to the Code of Conduct and the Discipline Policy. Categories of Members shall include but may not be limited to Board of Directors ("Board"), Managers, Coaches, Players, Parents, Volunteers, and Officials (Umpires, other). Anyone partaking in a RDO Little League activity that commits an act of aggressive, inappropriate, or unacceptable behavior shall be subject to the Discipline Policy and may be subject to Disciplinary Action which at minimum may consist of a Warning and at Maximum may result in permanent suspension from RDO Little League Membership.

4.0 Responsibilities

The Board of Directors shall appoint a Disciplinary Committee ("Committee") of no less than 3 members and no more than 7-members which shall review all complaints that may be subject to Disciplinary Action. Should a complaint be made against or directly involving a member of the Committee, the President shall appoint a temporary replacement for the review and hearing of the complaint.

5.0 Forms Used

- All members of the League shall sign, submit, and adhere to the **Code of Conduct**. The Code of Conduct shall list some of the types of violations that if were to occur, would result in a complaint review by the Committee and possible Disciplinary Action.

- A completed **Incident Report**, outlining the proposed violation of the Code of Conduct, shall be submitted to the Committee as part of the complaint (see 6.0 Procedures below).

6.0 Procedures

Complaints:

- Complaints must be communicated to a Board Director(s) or a Division Director. The initial complaint may be made verbally, however, in order to review for potential discipline resulting from a proposed violation of the Code of Conduct a written Incident Report must be completed and submitted (on the League website link) by the complainant(s) within 72 hours of the incident. Board Directors, Division Directors, Managers, Coaches, Parents or other participants (spectators, other) all have the ability to file complaints by submitting an Incident Report. Anonymous complaints shall not result in formal discipline.
- All complaints that are received by a Board Director(s) shall be forwarded to the President. In the event the complaint is against the President, the complaint shall be forwarded to the Vice President who will temporarily act as the President in the matter of the complaint.
- The President shall then inform the Disciplinary Committee Members of the complaint and refer said complaint to the Committee for review.

Review:

- The review process shall be conducted as expeditiously as possible.
- The Committee shall first meet to review the completed Incident Report.
- At this point the Committee shall proceed as follows:
 - Notify the complainant of the receipt of the Incident Report by the Committee.
 - Determine the issue does not require further action.
 - Make a recommendation to the President of a verbal warning. Verbal warnings do not require further review and approval by the Board of Directors.
 - Determine that an investigation and probable hearing is required.
- If a formal investigation and hearing is required:
 - The Committee shall select one or more members of the Committee to investigate the complaint by gathering as much information as possible regarding the incident and returning to the full Committee with the information collected. This may or may not include conducting phone calls, interviews or

collecting email accounts from eye witnesses or others that may have seen or are aware of the incident.

Hearing:

- Hearings shall be conducted privately and confidentially in an informal but orderly fashion.
- The person who is subject of the hearing shall have the right to attend the hearing where all the information gathered shall be presented and is to be considered by the Committee.
- The subject of the hearing shall have the right to present evidence.
- Once all evidence has been provided, the Committee shall close the hearing and dismiss all witnesses, the complainants, and the subject of the hearing if present for the hearing.

Recommendation:

- The Committee, upon completing its review of the complaint, including the hearing, shall discuss the evidence and shall consider the following prior to making a recommendation of Disciplinary Action:
 - The nature and severity of the violation.
 - Whether the violation is a first offense or if other documented violations have previously occurred.
 - The individual's acknowledgement of responsibility and extent of remorse.
 - The age, maturity or experience of the individual.
 - The individual's prospects for rehabilitation.
- The Committee, upon majority vote shall present its recommendation to to the President.
- Once the President has received the recommendation of the Committee, he/she shall present the recommendation to the Board of Directors for approval.
- In conformance with the Code of Conduct and the Constitution (Article III, Section 4), the Board of Directors is the sole authority that may approve and implement any Disciplinary Action.
- A record summary of the Discipline Action shall remain on file with the Board and in addition, a copy shall be delivered in writing to the subject(s) of the complaint.

Action:

The Disciplinary Committee may apply any or a combination of the following sanctions:

- Verbal Reprimand
- Written Reprimand to be held on file with League
- Request for a verbal or written apology (letter or email)
- Suspension of Manager/Coach Duties
- Suspension from attending games, practices, events, etc.
- Termination of League Membership and Expulsion from the League
- Other sanctions as may be considered appropriate for the violation

*Note: At any point during a game, including at the official start of a game, the umpire presiding over the game may remove a Manager, Coach, Player or Spectator independent of this policy. The umpire will provide a written Incident Report to the Umpire Coordinator and the Division Director who in turn will refer the incident to the President for forwarding to the Committee.

Also, Little League International rules state that any Manager, Coach, or Player ejected from a game is automatically suspended from the next game.

Sanctions as a result of Disciplinary Action by the Board of Directors shall commence immediately following the vote of the Board.

7.0 References (RDOLL Constitution, Bylaws)

Little League International
Rancho De Oro Little League Constitution Rancho De Oro
Little League Bylaws & Local Rules
Rancho De Oro Little League Code of Conduct

8.0 Related Procedures

The Committee shall annually review the Policy for effectiveness and appropriateness and shall make recommendations to the Board of Directors to amend as needed.

9.0 Records

All correspondence related to a membership complaint, disciplinary action, or Code of Conduct violation, shall be considered privileged information to the Board and shall remain Confidential.