

# LAKEWOOD VILLAGE LITTLE LEAGUE CONSTITUTION

League ID Number: 4053809

FOR REGIONAL USE ONLY

Date Submitted: \_\_\_\_\_ Date Accepted: \_\_\_\_\_ Not Accepted: \_\_\_\_\_

## ARTICLE I – NAME

This organization shall be known as the Lakewood Village Little League, hereinafter referred to as "Local League."

## ARTICLE II – OBJECTIVE

### 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 well 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, 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 Local League 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 this Local League 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 the Local League.
- (b) **Regular Members** - Any adult person actively interested in furthering the objectives of the Local League may become a Regular Member upon election and payment of dues as hereinafter provided. Regular Members may be issued a card numbered in sequential order annually. The Membership Coordinator shall maintain the roll of membership to qualify voting members.
- (c) As used hereinafter, the word "Member" shall mean a Regular Member unless otherwise stated.

Only Regular Members in good standing are eligible to vote at 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.

# LAKEWOOD VILLAGE LITTLE LEAGUE CONSTITUTION

League ID Number: 4053809

## SECTION 3

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**Term of Membership** – Membership for player members and their parents or guardians shall begin upon initial registration and end with their, or their player's Little League playing career. Membership for regular members without player members playing in the Local League shall begin upon receipt of their membership registration and payment of their dues for the current season and the following year at the close of registration.

## SECTION 3

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### **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 Local League.
- (b) Regular Members should not be actively engaged in the promotion and/or operation of any other baseball/softball program.

## SECTION 4

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**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 the Local League and/or Little League Baseball, Incorporated. 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 for 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 two-thirds vote of those present at any duly constituted meeting (quorum is required).

## **ARTICLE IV - DUES FOR REGULAR MEMBERS (NOT PLAYERS)**

### SECTION 1

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Dues for Regular Members may be fixed at such amounts as the Board of Directors shall determine for a particular fiscal year. (See Article XI, Section 7 for fiscal year of this league.) Note: Dues for Regular Members are separate from registration fees for Player Members, which are determined annually by the Board of Directors in accordance with Regulation XIII (c). If no dues for Regular Membership are collected, Section 2 below does not apply.

### SECTION 2

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Regular Members who fail to pay their fixed dues within fourteen (14) day(s) of application to become a member may, by majority vote of the Board present at a Board meeting, be dropped from the rolls and shall forfeit all rights and privileges of membership.

## **ARTICLE V - GENERAL MEMBERSHIP MEETINGS**

### SECTION 1

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**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, see Section 6) is required.

### SECTION 2

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**Notice of Meeting:** Notice of each General Membership Meeting shall be delivered personally, electronically, or by mail to each Member at the last recorded address ten (10) days in advance of the meeting, setting forth the place, time and purpose of the meeting.

# LAKEWOOD VILLAGE LITTLE LEAGUE CONSTITUTION

League ID Number: 4053809

## SECTION 3

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**Quorum:** At any General Membership Meeting, the presence in person or representation by absentee ballot of one fourth (25 percent) of the members (as defined in Article III - Membership) shall be necessary to constitute a quorum. If a quorum is not present, no business shall be conducted.

## SECTION 4

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**Voting:** Only Regular Members in good standing shall be entitled to make motions and vote at General Membership Meetings. However, the Board of Directors may invite, admit and recognize guests for presentations or comments during General Membership Meetings. (Those eligible to take part at meetings of the Board of Directors are described in Article VI, Section 4.)

## SECTION 5

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**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 Chairman (appointed at the meeting) on the date of the meeting, prior to the voting portion of the election process.

## SECTION 6

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**Annual Meeting of the Members:** The Annual Meeting of the Members of the Local League shall be held on or around Closing Day each year for the purpose of electing new Members, electing the Board of Directors, receiving reports, reviewing the Constitution, appointing committees, and for the transaction of such business as may properly come before the meeting.

- (a) 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 of the Directors, showing:
  - (1) The condition of the Local League, to be presented by the President or his/her designee;
  - (2) A general summary of funds received and expended by the local league for the previous year, the amount of funds currently in possession of the local league, and the name of the financial institution in which such funds are maintained;
  - (3) The whole amount of real and personal property owned by the Local League, 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 names of the persons who have been admitted to regular membership in the Local League during such year. This report shall be filed with the records of the Local League and entered in the minutes of the proceedings of the Annual Meeting. A copy of such report shall be forwarded to Little League International.
- (b) At the Annual Meeting, the Members shall vote for the Board of Directors for the ensuing year based on nominations presented by the Nominating Committee. The number of Directors elected shall be not less than seven (7).
- (c) Members may run for multiple offices in the annual Board election. In order to hold an executive position (President, Vice President, Secretary (General Manager), Treasurer, and Auxiliary Board President) there must be one year of prior experience on the LVLL Board of Directors. The Main Board will ask any person winning more than one position to choose one by July 1, after the election. The next highest vote-getter for the vacated position would then be appointed to fill the vacancy.
- (d) After the election, the Board of Directors shall assume the performance of its duties on 09/01. The Board's term of office shall continue until its successors are elected and qualified under this section.

# LAKWOOD VILLAGE LITTLE LEAGUE CONSTITUTION

League ID Number: 4053809

## SECTION 7

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**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 a minimum of five 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 8

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**Rules of Order for General Membership Meetings and Regular Meetings of the Board of Directors:** Robert's Rules of Order shall govern the proceedings of General Membership meetings, and all regular meetings of the Board of Directors, except where same conflicts with this Constitution of the Local League.

## ARTICLE VI - BOARD OF DIRECTORS

### SECTION 1

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**Authority:** The management of the property and affairs of the Local League shall be vested in the Board of Directors.

### SECTION 2

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**Increase in Number:** The number of 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 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

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**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

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**Board Meetings, Notice and Quorum:** Regular meetings of the Board of Directors shall be held immediately following the Annual Meeting and on such days thereafter as shall be determined by the Board.

- (a) The President or the General Manager may, whenever they deem it advisable, or the General Manager shall at the request in writing of seven (7) 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 General Manager personally, electronically or by mail to each Director at least seven (7) day(s) before the time appointed for the meeting to the last recorded address of each Director.
- (c) Fifteen (15) 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. However, the Board of Directors may invite, admit and recognize guests for presentations or comments during Board meetings.

# LAKWOOD VILLAGE LITTLE LEAGUE CONSTITUTION

League ID Number: 4053809

## SECTION 5

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**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 the Local League 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 the Local League in accordance with the procedure set forth in Article III, Section 4 (a, b).

## SECTION 6

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**Rules of Order for Board Meetings:** Robert's Rules of Order shall govern the proceedings of all league meetings, including Board of Directors meetings, except where same conflicts with this Constitution of the Local League.

## ARTICLE VII - DUTIES AND POWERS OF THE BOARD

### SECTION 1

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**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.

### SECTION 2

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**President** - The President shall:

- (a) Conduct the affairs of the Local League and execute the policies established by the Board of Directors.
- (b) Present a report of the condition of the Local 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 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 charter issued to the Local League by that organization.
- (e) Designate in writing other officers, if necessary, to have power to make and execute for/and in the name of the Local League such contracts and leases they may receive, and which have had prior approval of 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 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 or school enrollment, and age eligibility before the player may be accepted for tryouts and selection; or delegate this responsibility to the league's General Manager, or other designated Board member.
- (i) Complete the required background checks per Little League Regulation I (b) and I (c) 8 & 9; or delegate this responsibility to the league's Safety Officer, or other designated Board member.

# LAKWOOD VILLAGE LITTLE LEAGUE CONSTITUTION

League ID Number: 4053809

## SECTION 3

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**Vice President** - The Vice President shall:

- (a) 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 Vice President shall have all the powers of that office.
- (b) Perform such duties as from time to time may be assigned by the Board of Directors or by the President.
- (c) Oversee the Baseball Operations Committee and Division Vice Presidents,
- (d) Support player evaluation, draft and team rosters as led by the Player Agent,
- (e) Create practice field, season games, in-house tournament games schedules with General Manager,
- (f) Oversee any schedule changes related to weather, scheduling conflicts, etc.

## SECTION 4

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**General Manager** - The General Manager 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.
- (c) Maintain a list of all Regular, Sustaining and Honorary Members, Directors and committee members and give notice of all meetings of the Local League, the Board of Directors and Committees.
- (d) 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.
- (e) Set up online registration and ensure player, manager, and coach data is uploaded to the Little League Data Center;
- (f) Secure permits needed for special events, LVLL fields and non-LVLL fields for all LVLL activities.

## SECTION 5

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**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.
- (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 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 of Directors at the Annual Meeting, and to Little League International.

## SECTION 6

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**Player Agent** - The Player Agent 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 (or designee) in verifying residence or school enrollment and age eligibility.
- (c) Plan and conduct evaluations including, but not limited to, securing independent evaluators, compiling evaluation data and coordinating the process.
- (d) Conduct the player draft and all other player transaction or All-Star/Select Team selection meetings.
- (e) Prepare the Player Agent's list.
- (f) Assist in preparing for the President's signature and submission to Little League International, team rosters, including players claimed, and the tournament team eligibility affidavit.
- (g) Notify Little League International of any subsequent player replacements or trades.

# LAKWOOD VILLAGE LITTLE LEAGUE CONSTITUTION

League ID Number: 4053809

## SECTION 7

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**Safety Officer** - The Safety Officer shall:

- (a) Be responsible to create awareness, through education and information, of the opportunities to provide a safer environment for children and all participants of Little League.
- (b) Prepare and review the A Safety Awareness Program (ASAP) Plan annually for submission to Little League International.
- (c) Maintain records of all completed volunteer compliance including, but not limited to, fingerprinting, background checks, training attendance, certifications and any other requirements.
- (d) Develop and implement a plan for increasing safety of activities, equipment and facilities through education, compliance and reporting.

NOTE: In order to implement a safety plan using education, compliance and reporting, the following suggestions may be utilized by the Safety Officer:

- (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 - 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.
- (4) Background Checks - If the League President so designates, the safety officer will complete the required background checks per Little League Regulation I (b) and I (c) 8 & 9.

## SECTION 8

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**Coaching Coordinator** - The coaching coordinator shall:

- (a) Represent coaches/managers in league;
- (b) Present a coach/manager training budget to the board;
- (c) Gain the support and funds necessary to implement a league-wide training program;
- (d) Order and distribute training materials to players, coaches and managers;
- (e) Coordinate mini-clinics as necessary;
- (f) Serve as the contact person for Little League International.

## SECTION 9

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**Divisional Vice Presidents (Majors, Minor A, Minor B, Farm, Coach Pitch & Quickball)** – The Divisional Vice President shall:

- (a) Serve as a primarily liaison between manager, coaches, families and the League Vice President and Board.
  - (b) Conduct meetings with division managers and coaches to share information and updates relating to baseball operations and league activities.
  - (c) Work with Vice President and Player Agent to resolve any issues or concerns within his/her respective division.
  - (d) Oversee In-House LVLL tournament held for respective division
  - (e) Assist Tournament Director with post season tournaments held for respective division.
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# LAKWOOD VILLAGE LITTLE LEAGUE CONSTITUTION

League ID Number: 4053809

## SECTION 10

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**Auxiliary President** – The Auxiliary President shall:

- (a) Coordinate the activities of the Auxiliary, including Concessions and all other fundraising efforts of the league, excluding sponsorships.
- (b) Oversee and coordinate local league family events including, but not limited to, Opening Weekend, Picture Day, Closing Weekend, etc.
- (c) Oversee Team Parent support by providing an orientation and sharing league-related communications
- (d) Assist in promoting league membership
- (e) Organize and implements approved league fundraising activities;
- (f) Coordinate participation in fundraising activities

## SECTION 11

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**Communications Coordinator** – The Communications Coordinator shall:

- (a) Prepare and publish periodic social media posts and email notifications as needed to maintain local league visibility in the community year-round.
- (b) Develop and maintain a league marketing plan focused on player recruitment and retention;
- (c) Oversee efforts to market new divisions of play and initiatives offered by the league;
- (d) Work with local media to promote the interests of Little League;

## SECTION 12

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**Website Administrator** – The Website Administrator shall:

- (a) Set up and manage the league's official website (site authorized by Little League International);
- (b) Encourage creation of team web sites to managers, coaches, and parents;
- (c) Ensure that league news and information are updated online on a regular basis;
- (d) Collect, post, and distribute important information on league activities including direct dissemination of fundraising and sponsor activities, the district, the public, league members, and the media;
- (e) Serves as primary contact person for Little League regarding optimizing use of the Internet for league administration and for distributing information to league members and to Little League Baseball, Incorporated.

## SECTION 13

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**Sponsorship Coordinator** - The Sponsorship Coordinator shall:

- (a) Solicit and secures local sponsorships to support league operations;
- (b) Collect and reviews sponsorship and fundraising opportunities;
- (c) Maintain records of monies secured through sponsorship initiatives.
- (d) Ensure regulation and polices related to sponsorships are followed.

## SECTION 14

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**Concession Manager** - The Concession Manager shall:

- (a) Maintain the operation of concession facilities;
- (b) Organize the purchase of concession products;
- (c) Be responsible for the management of the concession activities & sales at league events including, but not limited to, developing opening/closing procedures, training staff on cash drawer responsibilities and food prep;
- (d) Schedules volunteers to work the concessions during league events;
- (e) Collects and reviews concession-related offers, including discounts and bulk-purchasing opportunities;
- (f) Organize, tally, and keep records of concession sales and purchases.
- (g) Ensure that the snack bar facility is maintained with sanitary work areas and safe working conditions.

# LAKWOOD VILLAGE LITTLE LEAGUE CONSTITUTION

League ID Number: 4053809

## SECTION 15

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**Umpire-in-Chief** - The Umpire-in-Chief (U.I.C) shall:

- (a) Serve as coordinator of the local league umpire program
- (b) Advise the League President & Vice President on the local league umpire program
- (c) Recommend volunteer umpires to League President & Vice President to serve the league during the regular season.
- (d) Recruit, review, and retain volunteer umpires
- (e) Establish and implement an umpire training program for volunteer umpires consistent with Little League® guidelines
- (f) Communicate rule changes to league volunteer umpires, managers, and coaches
- (g) Recommend tournament-worthy umpires to the District Umpire Consultant
- (h) Attend umpire training programs at the district, state, and region levels

## SECTION 16

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**Head Scorekeeper** – The Head Scorekeeper shall:

- (a) Establish and implement a scorekeeper training program for team scorekeepers
- (b) Review and maintain league scorekeeping records in league written and/or electronic scorebooks
- (c) Review and retain scorekeepers
- (d) Assist in recruiting scorekeepers for tournaments as needed

## SECTION 17

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**Uniform Manager** – The Uniform Manager shall:

- (a) Oversee the purchase, control, and disbursement of all league uniforms during both regular and post season.
- (b) Review and evaluate vendors to ensure reasonable pricing and timely deliverables
- (c) Prepare and submit uniform budget annually

## SECTION 18

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**Equipment Manager** – The Equipment Manager shall:

- (a) Oversee the purchase, control, and disbursement of all league player, game and field equipment.
- (b) Review and evaluate vendors to ensure reasonable pricing and timely deliverables
- (c) Periodically inspect league-issued equipment to ensure proper working condition and recommend replacements as needed
- (d) Prepare and submit equipment budget annually

## SECTION 19

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**Building & Property Chairperson** – The Building & Property Chairperson shall:

- (a) Establish and coordinate a current list of committee members to carry out necessary tasks for the current season.
- (b) Be responsible for the general maintenance of all structures within the Lakewood Village Fields Complex.
- (c) Perform/coordinate routine maintenance and repairs to equipment within these structures.
- (d) Coordinate capital improvement projects with all stakeholders/contractors.
- (e) Ensure all necessary structures and equipment will be ready for use for Spring and Fall baseball activities.
- (f) Ensure the safety and security of necessary buildings and equipment at all times.

# LAKEWOOD VILLAGE LITTLE LEAGUE CONSTITUTION

League ID Number: 4053809

## SECTION 20

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**Tournament Director** – The Tournament Director shall:

- (a) Supervise all LVLL-hosted post season tournaments
- (b) Coordinate required volunteers to support tournament needs – field representatives, announcers, scorekeepers, concessions, etc.
- (c) Work as league liaison for district tournaments under direction of League President and/or Vice President
- (d) Coordinate trophy orders for tournaments hosted as required by District
- (e) Report all scores to League President, Vice President, General Manager and District 38 Officials

## SECTION 21

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**Volunteer Coordinator** – The Volunteer Coordinator shall:

- (a) Prepare volunteer program plan including, but not limited to, volunteer opportunities and outreach
- (b) Work with Concessions Manager, Building & Property Chairperson, Auxiliary President and Tournament Director to identify volunteer opportunities, shift requirements, tracking and engagement.
- (c) Work with Treasurer to release any volunteer shift deposits subject to refund at the end of the season.
- (d) Work with Communications Coordinator to engage league community in volunteerism in support of league activities

## SECTION 22

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**Members at Large** – The Members at Large shall:

- (a) Serve on committees at the request of the President
- (b) Assist with league activities as needed and/or directed by the Board of Directors

## ARTICLE VIII - EXECUTIVE COMMITTEE

### SECTION 1

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The Board of Directors may appoint an 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 the Local League.

### SECTION 2

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The Executive Committee 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, but in no event will the Executive Committee have authority over the Board of Directors.

### SECTION 3

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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.

## ARTICLE IX - OTHER COMMITTEES AND BOARD POSITIONS

### SECTION I

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**Nominating Committee:** The Board of Directors may appoint a Nominating Committee consisting of three (3) 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.

# LAKWOOD VILLAGE LITTLE LEAGUE CONSTITUTION

League ID Number: 4053809

## SECTION 2

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**Auxiliary Committee:** The Auxiliary Committee shall be appointed by the Auxiliary President. The Committee shall be responsible for non-sponsorship based fundraising activities, concessions management, team parent orientation and communication, spiritwear management, family events and league membership outreach activities.

## SECTION 3

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**Finance Committee:** The Board of Directors may appoint a Finance Committee consisting of not less than three (3) nor more than five (5) Directors. The Treasurer shall be an ex-officio member of the Committee. The Committee shall investigate ways and means of financing 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 turnover said collections to the Treasurer immediately after each game.

## SECTION 4

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**Building and Property Committee:** The Board of Directors may appoint a Building and Property Committee consisting of one Committee Chairperson, three (3) Directors and other appointed Regular Members. The Committee shall investigate and recommend available, suitable sites and plans for development, including ways and means, the latter in cooperation with the Finance Committee. It shall be responsible for repair and improvement recommendations, other than normal maintenance, and supervise the performance of approved projects. The Committee which shall be responsible for the care and maintenance of the buildings and grounds. It shall operate within the amount appropriated in the approved budget for that purpose.

## SECTION 5

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**Baseball Operations Committee:** The Board of Directors may appoint a Baseball Operations Committee which shall oversee the activities of the Playing Equipment Committee, Managers Committee, Umpire Committee and Minor League Committee as identified in the sections named below.

## SECTION 6

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**Playing Equipment Committee:** The Board of Directors may appoint a Playing Equipment 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 repair, cleaning and storage thereof at the close of the season.

## SECTION 7

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**Managers Committee:** The Board of Directors may appoint a Managers Committee consisting of three (3) Directors. The Committee shall interview and investigate prospective managers and coaches, including those for the Minor League teams and recommend acceptable candidates to the President, for appointment and subsequent approval by the Board of Directors. It shall, during the playing 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 8

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**Umpire Committee:** The Board of Directors may appoint an Umpire Committee consisting of three (3) Directors and other appointed Regular Members. The Local League President shall be chairman of any such Committee. The Committee shall recruit, interview and recommend to the President for appointment a staff of umpires, including a UIC and replacements. When appointed, the staff of umpires shall be under the personal direction of the Local League President, assisted by the UIC who shall train, observe and schedule the staff.

# LAKEWOOD VILLAGE LITTLE LEAGUE CONSTITUTION

League ID Number: 4053809

## SECTION 9

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**Protest Committee:** The Protest Committee shall include the President, Vice President, Umpire in Chief, Player Agent, and the Divisional Vice President for the division the protest was filed. When a protest is filed the Protest Committee shall:

- (a) Determine if the protest is in accordance with Little League rule 4.19 (a) Protesting a Game
- (b) Interview all parties for the purpose of fact finding.
- (c) Determine if the protest will be allowed.
- (d) If the protest is allowed, determine if/when the game will be replayed from the point the game was protested.

If any member of the committee is directly involved in the filed protest, they will be excused from the committee and replaced with a member of the baseball committee for that specific protest review.

## SECTION 10

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**District Committee:** The Board of Directors may appoint a District Committee consisting of the Local League President as chairman and two (2) other Directors. The Committee shall assist the District Administrator in 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 11

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**Auditing Committee:** The Board of Directors may appoint an Auditing Committee consisting of three (3) Directors. The President, Treasurer or signatories of checks are not eligible. The Committee will review the Local League's books and records annually prior to the Annual Meeting and attach a statement of its findings to the annual financial statement of the President and Treasurer; or may, if directed by the Board of Directors or Membership, secure the services of a Certified Public Accountant to accomplish such review.

## SECTION 12

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**Minor League Committee:** The Board of Directors may appoint a Minor League Committee consisting of three (3) Directors. The Chairman of the Committee shall be the Minor League Vice President and be responsible to the Local League President for the proper conduct of the Minor League operation.

## ARTICLE X - AFFILIATION

### SECTION 1

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**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

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**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

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**Local Rules, Ground Rules and/or Bylaws:** The local rules, ground rules and/or bylaws of this Local League shall be adopted 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 this Local League shall expire at the end of each fiscal year and are not considered part of this Constitution. (See Article XI, Section 7 for fiscal year of this league.)

# LAKEWOOD VILLAGE LITTLE LEAGUE CONSTITUTION

League ID Number: 4053809

## ARTICLE XI - FINANCIAL AND ACCOUNTING

### SECTION 1

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**Authority:** 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 funds in such manner as will give no individual or team an advantage over those in competition with such individual or team.

### SECTION 2

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**Contributions:** The Board shall not permit the contribution of funds or property to individual teams but shall solicit funds for the common treasury of the Local League, thereby to discourage favoritism among teams and to endeavor to equalize the benefits of the Local League.

### SECTION 3

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**Solicitations:** The Board 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.

### SECTION 4

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**Disbursement of Funds:** The Board shall not permit the disbursement of Local League funds for other than the conduct of Little League activities in accordance with the rules, regulations, and policies of Little League Baseball, Incorporated. All disbursements shall be made by check, or league credit or debit card. All checks shall be signed by the Local League Treasurer and such other officer or officers, or person or persons, as the Board of Directors shall determine.

### SECTION 5

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**Spending Policy:** The Board shall approve a spending policy at the beginning of each fiscal year that will govern all spending and disbursement activity for the upcoming fiscal year. The Finance Committee shall be responsible for the implementation and ongoing monitoring of the spending policy.

### SECTION 5

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**Financial Transparency:** No Board member authorized to disburse funds may be the spouse or family relative of the League President or Treasurer or have direct access to league funds without the written permission of the chairman of the league's Audit Committee. The use of a league credit or debit card is permitted, given that the card is returned to the League President, Treasurer, or Chairman of the Audit Committee with receipt for all purchases made within three (3) days of the purchase date.

### SECTION 6

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

### SECTION 7

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**Deposits:** All moneys received, including sponsorship and fundraising, shall be deposited to the credit of the Local League in/at Farmers & Merchants Bank of Long Beach.

### SECTION 8

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**Fiscal Year:** The fiscal year of the Local League shall begin October 1 and shall end on September 30.

# LAKEWOOD VILLAGE LITTLE LEAGUE CONSTITUTION

League ID Number: 4053809

## SECTION 9

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**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 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 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.

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

This Constitution was approved by the Little League Membership on December 3, 2023.

President's Signature:	_____	Date:	<u>12/03/2023</u>
President's Name (Print):	<u>Joel M. Davis</u>		
Little League ID No.:	<u>405-3809</u>		
Federal ID No.:	<u>23-7347975</u>		
State ID No.:	_____		

Make one copy for the District Administrator and copies for the Local League. Send original to Regional Headquarters. This Local League's Constitution on file at Regional Headquarters (most recently-accepted copy) is the official Constitution of this Local League.

Little League Baseball, Incorporated does not limit participation in its activities on the basis of disability, race, creed, color, national origin, gender, sexual preference or religious preference.