

Ahwatukee Little League Constitution

League Number: 04030612

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Date Submitted:

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ARTICLE I – NAME

This organization shall be known as the Ahwatukee American Little League, hereinafter referred to as “Local League.”

ARTICLE II – OBJECTIVE

SECTION 1

The objective of the Local League shall be to positively impact youth and communities using the power of youth baseball to teach the ideals of good sportsmanship, honesty, loyalty, courage, to build stronger individuals and communities.

SECTION 2

To achieve this objective, the Local League will provide a supervised program of baseball consistent with the Rules and Regulations of Little League Baseball, Incorporated. All Directors and Members shall consider and incorporate the values of Little League: Teamwork, Community, Inclusion, Fun, and Integrity. The molding of future citizens is of prime importance and the attainment of exceptional athletic skill or the winning of games is secondary. In accordance with Section 501(c)(3) of the Federal Internal Revenue Code, the Local League shall operate exclusively as a nonprofit educational organization providing a supervised program of competitive baseball and/or softball games. No part of the net earnings shall benefit any individual or be used in any substantial part to influence legislation or intervene in any political campaign on behalf of any candidate for public office.

ARTICLE III – MEMBERSHIP

SECTION 1

Any person sincerely interested in active participation to further the objective of the Local League may apply to become a Regular Member.

SECTION 2

There shall be the following classes of Members:

1. Regular Members (“Members”) shall include:

- a. Current year Managers, Assistant Coaches, Board Members, Local League Officers, and any registered volunteer in good standing, who have completed a background check.
- b. Any adult person actively interested in furthering the objectives of the Local League may become a Regular Member upon approval by the Board and payment if applicable. Upon receipt of a written request to become a member, the Board of Directors shall vote upon the request at the next scheduled Board of Directors meeting.
- c. All Members must annually complete the Little League Official Application, submit to a background check pursuant to Regulation I(8) and (9), and complete abuse awareness training pursuant to Regulation I(10) before the commencement of the season.
- d. The Secretary shall maintain the roll of membership to qualify voting Members. Only Members in good standing are eligible to vote at General Membership Meetings. Each Member is entitled to one vote.

2. 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.

SECTION 3

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. However, per Regulation 1(b), all Members of the Local League Board of Directors, as well as Managers and Assistant Coaches, whose activities in another youth baseball/softball program are deemed detrimental to the operation of the Local League, can be removed by a majority vote of the Board of Directors.

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 three-fourths ($\frac{3}{4}$) vote of those present at any duly constituted Board meeting, shall have the authority to discipline, suspend or terminate the membership of any Member of any class, including managers, coaches, and other volunteers, when the conduct of such person is inconsistent with the values of Little League Baseball, Incorporated and is considered detrimental to the best interests of the players, Local League and/or Little League Baseball, Incorporated. The Member

involved shall be given reasonable notice of such a meeting, informed of the general nature of the charges, and be 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 in the Local League by three-fourths ($\frac{3}{4}$) vote of those present at any duly constituted Board meeting.

ARTICLE IV – BOARD OF DIRECTORS

SECTION 1

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

SECTION 2

The Board of Directors shall be comprised of no fewer than eight (8) and no more than twelve (12) Members in good standing. The Officers of the Board of Directors shall include, at a minimum: President, Vice President, Treasurer, Secretary, Player Agent, Equipment Manager, Umpire in Chief, and Chief Commissioner, in accordance with Little League Regulation I(b). At the end of each spring season the Board shall vote on the number of Board positions that will be available for election at the following Annual Meeting.

SECTION 3

If any vacancy occurs on the Board of Directors, by death, resignation, or otherwise, it may be filled, for the balance of the absent Board Member's term of office, by a three-fourths ($\frac{3}{4}$) vote of the remaining Directors at any duly constituted Board meeting or Special Board Meeting called for that purpose.

SECTION 4

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 Secretary shall at the request in writing (e-mail is permissible) of 1 Director issue the call for a Special Board Meeting. In the case of Special Board Meetings, such notice shall include the purpose of the meeting. Meetings of the Board of

Directors may be held in-person and/or by electronic means and such means shall be clearly stated in any meeting notice.

(b) "Reasonable notice of every Board meeting shall be given by the President to each Director either electronically, by mail, or in person."

(c) At any meeting of the Board of Directors, the presence of one-half (50 percent) of the Board of Directors shall constitute a quorum for the transaction of regular 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.

(e) A simple majority vote of the Directors present during a duly constituted Board of Directors meeting is necessary to approve any action relating to the general business of the Local league.

(f) No Director shall be allowed to vote by proxy at any meeting of the Board of Directors.

SECTION 5

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 or the Rules and Regulations of Little League Baseball, Incorporated.

SECTION 6

Any action taken by the Board of Directors at a meeting at which a quorum is present and that receives more than one-half (50 percent) of Board support will be deemed the action of the Board of Directors, except where those actions conflict with this Constitution. Minutes of all meetings will be recorded and will accurately reflect the action(s) taken.

ARTICLE V – DUTIES AND POWERS OF THE BOARD

SECTION 1

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 Board Director. 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

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, and 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) Investigate complaints, irregularities, and conditions detrimental to the Local League and report thereon to the Board or Executive Committee as circumstances warrant.
- (f) Prepare and submit an annual budget—with the assistance of the Treasurer—to the Board of Directors and be responsible for the proper execution thereof.
- (g) 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.
- (i) Complete the required background checks per Little League Regulation I (b) and I (c) 8 & 9; or delegate this responsibility to the league Equipment Manager, or other designated Board member.
- (j) Ensure that all individuals who submit the Volunteer Application complete the Abuse Awareness Training as outlined in the Little League Child Protection Program or delegate this responsibility to the league Equipment Manager, or other designated Board member.
- (k) Ensure the Local League compliance with the requirements of the Little League Child Protection Program or delegate this responsibility to the league Equipment Manager, or other designated Board Member.

SECTION 3

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 to so 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) Assume the responsibilities of one of the Officer positions if so directed by the President

SECTION 4

Secretary – The Secretary shall:

- (a) Be responsible for recording the activities of the Local League and maintain appropriate files, mailing lists, email 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 current list of all Regular Members in good standing and determine the number of Regular Members needed to constitute a quorum.
- (d) Conduct all correspondence not otherwise specifically delegated in connection with said meeting and shall be responsible for carrying out all orders, votes and resolutions not otherwise committed.
- (e) Direct Team Admins in their roles and responsibilities, including providing an annual training to Team Admins before Opening Day of each season.

SECTION 5

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. All disbursements by check must have dual signatures.

(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.

(f) Ensure tax filings for the League are accurate and timely.

SECTION 6

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 in verifying residence or school enrollment and age eligibility.

(c) Conduct the player draft and all other player transactions or selection meetings.

(d) Support the organization and execution of tryouts.

(e) Assist in preparing for the President's signature and submission to Little League Baseball, Incorporated team rosters, including players claimed, and the tournament team eligibility affidavit.

(f) Notify Little League Baseball, Incorporated of any subsequent player replacements or trades.

SECTION 7

Equipment Manager – The Equipment Manager shall:

(a) Be responsible to create awareness, through education and information, of the opportunities to provide a safer environment for Players and all participants of Little League.

(b) Develop and implement a plan for increasing safety of activities, equipment and facilities through education, compliance and reporting which may include:

1. Education – Facilitate meetings and distribute information among participants including players, managers, coaches, umpires, league officials, parents, guardians, and other volunteers.

2. Compliance – Promote safety compliance leadership by increasing awareness of the safety opportunities that arise from these responsibilities. The Equipment Manager may appoint a separate individual to assume the role of Safety Officer as outlined in Little League International's Regulations.

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. Training – If the League President so designates, the Equipment Manager shall ensure that all individuals who submit the Volunteer Application complete the Abuse Awareness Training per Little League Regulation I(c)10 and as outlined in the Little League Child Protection Program.

5. Child Protection Program – If the League President so designates, the Equipment Manager will ensure the league is compliant with all aspects of the Little League Child Protection Program.

(c) Manage the equipment necessary for the Local League to operate, including, but not limited to, supervising the procurement and maintenance of the following equipment: baseballs, pitching machines, pitching mounds, chalk, turf, catching equipment, umpiring equipment, and jerseys for the league.

(d) Have discretion to form a sub-committee to assist in executing his or her duties.

SECTION 8

Umpire in Chief – The Umpire in Chief shall:

(a) Serve as coordinator of and advise the league President on the league umpire program.

(b) Be responsible for recommending umpires to the league President for appointment to the league umpire roster; recruiting and retaining volunteer umpires; establishing a league umpire training program consistent with Little League® guidelines; coordinating and assisting with conducting umpire clinics at league and district level; communicating rule changes to league umpires; scheduling league umpires for regular season games; evaluating league umpires using established guidelines to maintain program integrity; further continual improvement, and prepare league umpires for advancement to tournament levels.

(c) Communicate with and provide updates to the District Umpire Consultant on the league umpire program, and attend Umpire Training programs at the District, State, Region, and/or Headquarters level as required.

SECTION 9

Marketing Officer – The Marketing Director shall:

(a) Lead the Local League's efforts to recruit and retain sponsorships with local business and organizations.

(b) Collect, post, and distribute important information on league activities including direct dissemination of fund-raising and sponsor activities and for distributing information to league members and to Little League Baseball.

(c) Assist with creating, posting, and maintaining the Local League's website and social media platforms.

SECTION 10

Chief Commissioner – The Chief Commissioner shall:

(a) Oversee Managers and Assistant Coaches who volunteer with the Local League. Responsibilities shall include but not be limited to recruiting and running interviews.

(b) Set up online registration and ensure the league rosters are uploaded to Little league.

(c) Ensure that league news and scores are updated online on a regular basis.

SECTION 11

Past President Role – the Past President shall:

- (a) Be a member of the Board of Directors only for the duration of one year following the expiration of his or her term as the President of the Local League.
- (b) Assist the Board of Directors in whatever roles and responsibilities deemed necessary by the President.

SECTION 11

Additional Managers and Committees may be established by the Board of Directors and may be filled by persons who do not serve on the Board of Directors but report to such. The need for and responsibilities of those positions will be reviewed annually and included in the Local League's Policies and Procedures.

ARTICLE VI – COMMITTEES

SECTION 1

Executive Committee

- (a) 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.
- (b) 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.
- (c) 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.

SECTION 2

Code of Conduct Committee. The purpose of this committee is to monitor and enforce player, manager, coach, umpire, and parent behavior within the rules and regulations of Little League International and the Local League. The Board shall appoint five (5) Directors to the Committee. The Members of the Code of Conduct Committee shall include the President, who shall act as

the Committee Chair, and 4 other Directors who he or she deems necessary to render a decision. The Code of Conduct Committee shall be formed and created on an as needed basis.

SECTION 3

The Board of Directors may appoint such Committees as it may deem necessary or desirable and may prescribe the powers and duties of each Committee in Policies and Procedures. Committee Chairs and members of the Committees 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.

ARTICLE VII – GENERAL MEMBERSHIP MEETINGS

SECTION 1

Definition – A General Membership Meeting is any meeting open to the general membership of the Local League which is called in accordance with this Constitution. A minimum of one meeting per year (Annual Meeting, see Section 5) is required. General Membership Meetings shall be held in-person.

SECTION 2

Notice of Meeting – Notice of each General Membership Meeting shall be posted on the Local League's website and delivered electronically by mail to each Member at the last recorded email address at least 21 calendar days in advance of the meeting, setting forth the place, time, and purpose of the meeting.

SECTION 3

Quorum – At any General Membership Meeting, the presence in person of twenty (20) percent of the Regular Members or fifteen (15) Regular Members, whichever is less, shall be necessary to constitute a quorum. If a quorum is not present, no business shall be conducted. The Secretary shall be responsible for providing a list of all Regular Members in good standing.

SECTION 4

Voting – Only Regular Members in good standing shall be entitled to attend, 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.

SECTION 5

Annual Meeting of the Members – The Annual Meeting of the Members of the Local League shall be held on the third Monday of August each year, or as soon thereafter as is reasonably practical, for the purpose of 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 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 Membership in the Local League during the preceding year.

(b) At the Annual Meeting, the Regular Members shall elect the Board of Directors. If the total number of Board candidates exceeds the number of available Board positions, then those Board candidates receiving the most votes will be considered elected to the Board. Regular Members may only cast a number of votes equal to or less than the board positions available. In the event of a tie in the number of votes received by two or more Board candidates for unfilled Board seats, a run-off election, in which all Members may vote, will be held for the tied Board candidates.

(c) After the Board of Directors is elected, the Board shall meet and elect one of its members as President. The President will then appoint the Officers of the Board.

(d) After the election, the Board of Directors shall assume the performance of its duties on the third monday of each month, or as determined in advance by the Board. The Board's term of office shall continue until its successors are elected and qualified under

this section at the next annual meeting. The President of the Local League shall be elected for a term of two years. So long as the Director or Officer of the Board of Directors is in good standing, the term shall officially end after the following season's new elections.

SECTION 7

Special General Membership Meetings – Special General Membership Meetings may be called by the Board of Directors, or by the Secretary or President at their discretion. Additionally, upon the written request of a minimum 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 Special General Membership Meeting shall be transacted at any Special General Membership Meeting. Such Special General Membership Meeting shall be scheduled to take place not less than ten (10) calendar days after the request is received by the President or Secretary.

ARTICLE VIII – AFFILIATION

SECTION 1

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

The Official Playing Rules and Regulations as published by Little League Baseball, Incorporated shall be binding on the Local League, except as outlined in the local rules.

SECTION 3

The local rules, ground rules and/or bylaws of the Local League shall be adopted by the Board of Directors at a meeting to be held not less than one month before the first scheduled game of the 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 playing season and are not considered part of this Constitution.

ARTICLE IX – FINANCIAL AND ACCOUNTING

SECTION 1

The Board of Directors shall decide all matters pertaining to the finances of the Local League and it shall place all income including auxiliary funds, in a common league treasury, directing

the expenditure of funds in such manner as will give no individual or team an advantage over those in competition with such individual or team.

SECTION 2

The Board 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

The Board shall not permit the solicitation of funds in the name of Little League Baseball, Incorporated unless all funds so raised be placed in the Local League treasury.

SECTION 4

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 both the Local League Treasurer and such person or persons, as the Board of Directors shall determine.

SECTION 5

No Board of Director Member, Officer, or Member of the Local League shall receive, directly or indirectly any salary, compensation, or payment from the Local League for services rendered as Director, Officer, or Member.

SECTION 6

All moneys received, including sponsorship and fundraising, shall be deposited into the financial account of the Local League which must be a federally insured bank or other certified financial institution as determined by the Board. The establishment of the Local League account or change of account must be noted in the board minutes.

SECTION 7

The fiscal year of the Local League shall run from October 1 through September 30.

SECTION 8

Upon dissolution of the Local League program for any reason and after all outstanding debts and claims have been satisfied, the Regular Members may either direct the remaining property of the Local League to another chartered Little League program in good standing with Little League Baseball, Incorporated or may direct the funds to Little League Baseball, Incorporated.

ARTICLE X – AMENDMENTS

This Constitution may only be amended, repealed, or altered in whole or in part by a majority vote of two-thirds (66 percent) of the Members at a duly organized Board meeting, provided notice of the proposed change is included in the notice of such meeting. A draft of all proposed amendments shall be submitted to Little League Baseball, Incorporated for approval before a vote of the Membership is held.