

Bristol Township National Little League Constitution

ARTICLE I – NAME

This organization shall be known as the Bristol Township National 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 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 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 secretary shall maintain the roll of membership to qualify voting members.
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.
Note: Regular Members of the league automatically include all current Managers, Coaches, Volunteer Umpires and Executive Board Members and any other person who is recognized by the Board as a volunteer in the Local League, including those volunteers with the following titles
Team Parent, Field Maintenance, and Concession Stand help.
- (c) **Honorary Members** Any person may be elected as Honorary Member by the unanimous vote of all Directors present at any duly held meeting of the Board of Directors but shall have no rights, duties or obligations in the management or in the property of the Local League.
- (d) As used hereinafter, the word “Member” shall mean a Regular Member unless otherwise stated.

SECTION 3

Other Affiliations.

- (a) Members, whether Regular or Player, shall not be required to be affiliated with another organization or group to qualify as members of the Local League.
- (b) Regular Members should not be actively engaged in the promotion and/or operation of any other baseball/softball program.

SECTION 4

Suspension or Termination. Membership may be terminated by resignation or action of the Executive Board as follows.

- (a) The Executive Board, by 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. 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 Executive Board 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 Executive Board or a duly appointed committee of Executive Board Members. The player's parent(s) or legal guardian(s) may also be present. The Executive Board 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- 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, see Section 6) is required.

SECTION 2

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 at least 10 days in advance of the meeting, setting fourth 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.

SECTION 3

Quorum. At any General Membership Meeting, the presence in person or representation by absentee ballot of one fourth of the members shall be necessary to constitute a quorum. If a quorum is not present, no business shall be conducted.

SECTION 4

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

SECTION 5

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 Executive 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

Annual Meeting of the Members. The annual Meeting of the Local League shall be held the third Thursday of September at 7:00 p.m. each year for the purpose of electing new Members, nominating the Executive Board, receiving reports, reviewing the Constitution, 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 Executive Board, showing:
- (1) The condition of the Local League, to be presented by the President or his/her designate;
 - (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 purpose, objects or persons to or for which such applications, appropriations or expenditures have been made;
 - (5) The names of 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 Headquarters.
- (b) At the Annual Meeting, the members shall nominate the Executive Board Officers. After the election of the Officers of the Executive Board on the Forth Thursday of September at 7:00 p.m. the elected officers shall assume the performance of its duties on October 1st. The Officer's term of office shall continue until its year term is over.
- The Officers of the Executive Board shall include, President, Vice President Baseball, Vice President Softball, Secretary, Treasurer, Player Agent of Little League Baseball, Player Agent of Girls Softball, Chief Umpire, Field & Clubhouse Maintenance, Equipment Manager, Safety Officer, Training Facility Trustee and Concession Stand Manager.

NOTE: Nomination are Held the 3rd Thursday of September @ 7:00 p.m.
Elections are Held the 4th Thursday of September @ 7:00p.m.

SECTION 7

Special General Membership Meetings. Special General Membership Meetings of the Members may be called by the Executive Board or by the Secretary or President at their discretion. Upon the written request of 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 10 days after the request is received by the President or Secretary.

SECTION 8

Rules of Order for General Membership Meeting. Robert's Rules of Order shall govern the proceeding of all General Membership Meeting, except where same conflicts with this Constitution of the Local League.

ARTICLE V – EXECUTIVE BOARD

SECTION 1

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

SECTION 2

Vacancies. If any vacancy occurs in the Executive Board, by death, resignation or otherwise, it may be filled by a majority vote of the Members at any General Membership Meeting or at any Special General Membership Meeting called for that purpose.

SECTION 3

Executive Board Meetings, Notice and Quorum. Regular meetings of the Executive Board shall be determined by the Executive Board.

- (a) The President or the Secretary may, whenever deem it advisable, or the Secretary shall at the request in writing of Three (3) Executive Board Members issue a call for a Special Executive Board Meeting. In the case of a Special Executive 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 Executive Board Meeting shall be giving by the secretary personally, electronically or by mail to each Executive Board Member at least 5 days before the time appointed for the meeting to the last recorded address of each Executive Board Member.
- (c) Seven (7) members of the Executive Board 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 Executive Board may make motions and vote at meetings of the Executive Board. However, the Executive Board may invite, admit and recognize guests for presentations or comments during Board Meetings.

SECTION 4

Duties and Powers. The Executive Board shall have the power to appoint such standing committees as it shall determine appropriate and to delegate such powers to them as the Executive Board shall deem advisable and which it may properly delegate.

The Executive Board may adopt such rules and regulations for 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 Executive Board shall have the power by a two-thirds vote of those present at any regular Executive Board or Special Executive Board Meeting to discipline, suspend or remove any Officer or Committee Member of the Local League in accordance with the procedure set forth in Article III, Section 4 (a,b).

SECTION 5

Rules of Order for Executive Board Meetings. Robert's Rules of Order shall govern the proceedings of all Executive Board Meeting, except where same conflicts with this Constitution of the Local League.

ARTICLE VI – DUTIES AND POWERS OF THE EXECUTIVE BOARD

SECTION 1

Appointments. The Executive Board 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 Executive Board unless such individuals have been elected to the Executive Board by the membership or have been elected to fill a vacancy on the Executive Board.

SECTION 2

President. The President Shall:

- (a) Conduct the affairs of the Local League and execute the policies established by the Executive Board
- (b) Present a report of the condition of the Local League at the Annual Meeting.
- (c) Communicate to the Executive Board such matters as deemed appropriate, and make 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 the 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 Executive Board.
- (f) Investigate complaints, irregularities and conditions detrimental to the Local League and report thereon to the Executive Board or Committee as circumstances warrant.
- (g) Prepare and submit an annual budget to the Executive Board and be responsible for proper execution thereof.
- (h) With the assistance of the Player Agent, examine the application and support proof-of age documents of every player candidate and certify to residence and age eligibility before the player may be accepted for tryouts and selection.

SECTION 3

Vice President Baseball. The Vice President Baseball 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 Executive 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 President or Executive Board.

SECTION 4

Vice President Softball. The Vice President Softball 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 Executive 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 President or Executive Board.

SECTION 5

Secretary. The Secretary shall:

- (a) Be responsible for recording the activities of the Local League and maintain appropriate files, mailing lists and necessary records.
- (b) Perform such duties as are herein specifically set forth, in addition to such other duties as are customarily incident to the office of secretary or as may be assigned by the Executive Board.
- (c) Maintain a list of all Regular, Honorary Members, Executive Board Members and committee members and give notice of all meetings of the Local League, the Executive Board and Committees.
- (d) Keep the minutes of the meetings of the Members, the Executive Board and Committees, and cause them to be recorded in a book kept for that purpose.
- (e) 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.
- (f) Notify Members, Officers and committee members of their election or appointment.

SECTION 6

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 may be assigned by the Executive Board.
- (b) Receive all monies and securities, and deposits same in a depository approved by the Executive Board.
- (c) Keep records for the receipt and disbursement of all monies and securities of the Local League, approve all payments from allotted funds and draw checks therefore in agreement with policies established in advance of such actions by the Executive Board. All disbursements by check must have dual signatures.
- (d) Prepare an annual budget, under the direction of the President, for submission to the Executive Board, and to Little League Headquarters.

SECTION 7

Player Agents (Little League Baseball, Softball)

The Player Agent shall:

- (a) Record all Player transactions and maintain an accurate and up-to-date record thereof.

- (b) Receive and review application for player candidates and assist the 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) Agents may appoint an assistant with the Executive Board's approval

SECTION 7

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 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.

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.

SECTION 8

Chief Umpire. Chief Umpire shall:

- (a) Recruit and train personnel to umpire games.
- (b) Responsible for scheduling an adequate number of umpires to cover all games on the complex.

SECTION 9

Equipment Manager. Equipment Manager shall:

- (a) Keep inventory of all equipment and uniforms owned by Local League.
- (b) Schedule distribution and collection of all Equipment and Uniforms.
- (c) Be responsible to check all equipment meets Little League Standards and all damaged equipment be removed from the Local League's inventory.
- (d) Secure bids on needed supplies and equipment and make recommendations for their purchase to the Executive Board.
- (e) Prepare annual budget to present to the Executive Board.

SECTION 10

Concession Stand Manager. Concession Stand Manager shall:

- (a) Be responsible for the procurement of the necessary supplies to operate the stand during the season.
- (b) Be responsible for the staffing of the stand during games.
- (c) Control all revenues collected during its operation until turned over to the Treasurer.
- (d) Maintain a ledger listing all income and expenses and will submit a copy to the Treasurer on a monthly basis.

SECTION 11

Field and Clubhouse Maintenance Manager. Field and Clubhouse Maintenance Manager shall:

- (a) Assure that all playing fields are properly groomed and maintained for play.
- (b) Prepare annual budget to present to the Executive Board for all tools, machinery, and supplies needed to maintain the complex.
- (c) Assure that all mechanical systems are in proper functioning condition and the general aspects of the building are in operational and safe order.

SECTION 12

League Information Officer. The League Information Officer shall:

- (a) Setup and manage the leagues official website.
- (b) Ensure that league news and scores are updated online on a regular basis.

SECTION 13

Coaching Coordinator The Coaching Coordinator shall:

- (a) Represent Coaches/Managers in the league.
- (b) Present a Coaches/Mangers training budget to the Executive 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.

SECTION 14

Training Facility Trustee. Training Facility Trustee shall:

- (a) Be responsible for the up keep of the Training Facility
- (b) Be responsible for renting the Training Facility to outside parties.
- (c) Coordinate all maintenance or repairs with Field and Clubhouse Maintenance Manager
- (d) Coordinate all rentals with the Coaching Coordinator: all BTNLL teams and clinics shall have access to the facility before any outside parties.
- (e) Control all revenues collected for rentals until turned over to the Treasurer.
- (f) Rental prices will be established by the Executive Board.
- (g) Maintain a ledger listing all rentals and income and will submit a copy to the Executive Board on a monthly basis.

ARTICLE VII – AFFILITION

SECTION 1

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

SECTION 2

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

SECTION 3

Local Rules, Ground Rules and/or Bylaws. The local rules, ground rules and/or bylaws of this Local League shall be adopted by the Executive Board 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 VIII, Section 7 for fiscal year of this league.)

ARTICLE VIII – FINANCIAL AND ACCOUNTING

SECTION 1

Authority. The Executive Board 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

Contributions. The Executive 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

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

SECTION 4

Disbursement of Funds. The Executive Board shall not permit the disbursement of Local League funds for other than 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. All checks shall be signed by the Local League Treasurer and such other officer or officers or person or persons as the Executive Board shall determine.

SECTION 5

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 Officer or Member.

SECTION 6

Deposits. All monies received, including Auxiliary Funds, shall be deposited to credit of the Local League in/at Citizens Bank, New Falls Rd. Levittown, Pa. 19057

SECTION 7

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

SECTION 8

Distribution of Property upon Dissolution. Upon dissolution of the Local League and after all outstanding debts and claims have been satisfied, the Members shall direct the remaining property of the Local League to another Federally Incorporated entity which maintains the same objectives as set forth 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 IX – 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 Bristol Township National Little League Membership on October 16, 2008.

Donald R. Bellerby		10/16/08
_____ President's Name	_____ President's Signature	_____ Date
2382104	23-6416539	
_____ Little League ID No.	_____ Federal ID No.	_____ State ID No.
John Slezosky		10/16/08
_____ Vice-President of Baseball's Name	_____ Vice-President of Baseball's Signature	_____ Date
Gina Steigelman		10/16/08
_____ Vice-President of Softball's Name	_____ Vice-President of Softball's Signature	_____ Date
Holly Slezosky		10/16/08
_____ Secretary's Name	_____ Secretary's Signature	_____ Date