

EAST VINELAND LITTLE LEAGUE

Bylaws, Local Rules & Ground Rules

Each local Little League Board of directors should adopt its own bylaws, local rules or ground rules (the terms are interchangeable). The Constitution is to be distinguished always from the local Little League bylaws, local Little League local rules, and local Little League ground rules. These documents expire annually at the end of the fiscal year and must be renewed annually. They normally include the local board's procedures for selection of Tournament Teams (All-Stars), specific ground rules for various divisions (such as whether or not to bat whole team vs only nine players), etc.

Because each local Little League board of directors should have authority to change these types of procedures, they require only board consent, without the general membership's approval. No part of the bylaws, local rules or ground rules can conflict with or supersede any Little League rule, regulation or policy.

The bylaws, local rules or ground rules are to be distinguished from the local Little League's Constitution. The Constitution spells out the duties and responsibilities of the officers of the board, definition of membership, election procedures, meeting requirements such as quorum, etc. The local Little League board of directors must make a copy of the bylaws, local rules or ground rules available to any member of the local Little League for review and inspection if requested.

Constitution / Elections

It is an obligation of responsible administration and a requirement of Little League Baseball/Softball that every league spell out its operational format in a document usually referred to as the Constitution. The Constitution spells out the duties and responsibilities of the officers of the board, definition of membership, election procedures, meeting requirements such as quorum, etc. No part of the Constitution can conflict with or supersede any Little League rule, regulation or policy.

Every local Little League is required to have a valid Constitution on file at the Regional Headquarters. Any subsequent amendments or additions must be approved by the Regional Headquarters and on file there before they become valid. The local Little League board of directors must make a copy of the Constitution available to any member of the local Little League for review and inspection if requested.

The Constitution of a local league remains in effect from year-to-year, without requiring annual adoption by the membership or local Little League board of directors. However, the local Little League board of directors should review the Constitution annually for any possible amendments it may wish to propose to the membership.

The responsibility for the conduct and validity of local Little League elections belongs to the local Little League board of directors and the membership of the local Little League. Disputes over the validity of the elections must be resolved at the local Little League level, although the league may wish to obtain the advice and counsel of the District Administrator.

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CONSTITUTION

ARTICLE I - NAME

This organization shall be known as East Vineland Little League (EVLL) located at P.O. Box 250 – Phillip Street, Vineland, NJ 08360 a 26 U.S.C. 501(c)(3) corporation. East Vineland Little League holds a single Little League Baseball/Softball charter known as: East Vineland Little League #02300312. In the event EVLL charters additional divisions within EVLL Baseball/Softball, those divisions will also be governed by the same Constitution and Board of Directors. East Vineland Little League Player Member's will be divided into the divisions (Major's, Minor's, 50/70, Sr., etc.) as per Little League Williamsport rules/regulations using the Little League Common Pool Draft Method. In this document, both charters will be hereinafter referred to as the "Local League".

ARTICLE II – OBJECTIVE

The objective of the Local League shall be to implement firmly, in the children of the community, the ideals of good sportsmanship, honesty, loyalty, courage, and respect for authority. Following this objective, we will be encouraging well-adjusted, stronger, and happier children that will grow to be good, decent, healthy, and trustworthy citizens.

To achieve this objective, the Local League will provide a supervised program under the Rules and Regulations of Little League Baseball/Softball, Incorporated. It will provide a supervised program of Baseball/Softball practices and competitive Baseball/Softball games. All members shall bear in mind that the attainment of exceptional athletic skill or winning of games is secondary. 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.

No part of the net earnings shall benefit any private shareholder or individual. No substantial part of the Local League's activities shall contribute to carrying on propaganda, or otherwise attempt to influence legislation, nor participate in or intervene in any political campaign on behalf of any candidate for public office.

No Director or Officer shall receive directly or indirectly, any salary or compensation for services rendered as a Director or Officer for Local League.

ARTICLE III – MEMBERSHIP

SECTION 1

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ELIGIBILITY: Any person sincerely interested in active participation to further the objective of this Local League, who reside within the authorized boundaries of the Local League or authorized via Little League Williamsport rules and regulations shall be eligible to register.

SECTION 2

CLASSES: There shall be the following classes of Members:

- A. **PLAYER MEMBER:** Any player candidate meeting the requirements of Little League Baseball/Softball, who reside within the authorized boundaries of the Local League and/or have such waiver granted by Little League Baseball/Softball shall be eligible to play and/or compete. The Player Member shall have no rights, duties, or obligations in the management or in the property of the Local League. Player membership expires upon the completion of the current registration period.
- B. **FAMILY MEMBER:** Any parent, guardian, direct relative or sibling to a current "Player Member".
- C. **BOARD MEMBER:** Any person actively involved in the Local League that sits on the Board of Directors. Any member meeting the requirements of Little League Baseball/Softball, who resides within the authorized boundaries and/or have such waiver granted by Little League Baseball/Softball and who is in good standings of the Local League shall be eligible to run for the Board of Directors.
- D. **LEAGUE MEMBER:** Any manager, coach, team parent, general volunteer and volunteer umpire that does not receive ANY compensation from the league in connection with performing duties for the league. Paid concession workers, paid umpires, paid contractors or others that fit this criteria are NOT considered a member of the local league.
- E. **HONORARY MEMBER:** Any person may be elected as an "Honorary Member" by a 2/3 majority vote of all Board Members present at a duly held meeting of the Board of Directors. An Honorary Member shall have no rights, duties, or obligations in the management or in the property of the Local League.
- F. **SUSTAINING MEMBERS:** (Optional). Any person not a Regular Member who makes financial or other contribution to the Local League may by a majority vote of the Executive Board Members become a Sustaining Member, but such person shall have no rights, duties or obligations in the management or in the property of the Local League.

****Board Members and team managers, as long as he/she is considered in "Good standing" with the league can cast a vote during the General Membership Meeting which determines Board of Directors, Executive Board, League Constitution, bi-Laws and/or Local Rules.**

SECTION 3

OTHER AFFILIATIONS:

Members that are actively engaged in the operation of another baseball/softball team (Managing, or any travel team administrative duties) during the Spring Season are not permitted to manage a team or sit on the board at the Local League. Any manager/coach that does not put EVLL first may face disciplinary actions. Board Members are not permitted to sit on another organized baseball/softball Sport Board as per Eastern Region/Williamsport Little League Rules. The Local League will have priority over all other baseball programs, except school baseball. Any Manager, Board Member, or Coach who puts another organization as a priority may be disciplined as necessary.

SECTION 4

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

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The Board of Directors, by a 2/3 majority vote of those present at any duly held meeting, shall have the authority to discipline, suspend or terminate membership of any player member, family member, coach or manager when the conduct of such a person is considered detrimental to the best interest of the Local League and/or Little League Baseball, Inc. The Member may be brought before the Board of Directors and/or Disciplinary Committee. The Member involved shall be notified of such meeting, informed of the general nature of the charges and may be given an opportunity to appear at the meeting to answer such charges.

The President, at his/her discretion and with the approval of (1) one executive board member may suspend anyone, including but not limited to any player, coach, official, parent or fan for up to 2 days or one officially played game, in such case of a minor infraction of the Local Little League Code of Conduct. The action may be taken against an individual only once per season; subsequent violations must be referred to BOD and/or the Disciplinary Committee.

If a Member is terminated or banned from the Board of Directors and or the Local League, he/she will not be eligible to serve as Board Member.

The full Board of Directors will be empowered with quorum the authority to terminate any board member/member if necessary actions are warranted by a 2/3 majority vote. Said board member shall be called in for a special meeting and notified of said infractions and have an opportunity to respond to allegations.

ARTICLE IV - REGISTRATION/FIELD RENTAL FEES/EQUIPMENT/TEAM MANAGERS/COACH

SECTION 1

REGISTRATION

Though the local Little League operational budget should be based on volunteers and donations, the league may have to have to impose registration fees to player members. The Board of Directors may assign a responsible fee as they deem fit and will be determined prior to the beginning of each season. Refunds will not be issued after tryouts unless it is for medical reasons supported by proper documentation.

Any member who is unable to pay their registration fees has the opportunity to be placed on a timely payment plan. Anyone registering who has a check returned by the bank shall be responsible for reimbursing the Local League for any fees charged by the bank. No unnecessary fees of any kind will be charged or assessed to any Player Member as a prerequisite to play in the Local League (Little League Regulation XVII).

Families who claim "hardship" for inability to pay the registration fee will be referred to the Board of Directors for consideration. The Board of Directors at their discretion may determine a plan in lieu of ability to pay the registration fee. Each case will be considered and dealt with in an independent and confidential manner. If the "other" obligations set forth by the Board of Directors are not met by the said party, they may not be considered for a hardship and may be considered not eligible to play in the upcoming season.

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As determined by the active BOD, a date may be agreed upon as the “cutoff” for all registrations to be terminated for divisions that require a player selection process. The date shall be no later than the last tryout date for the specific division to which it applies.

SECTION 2

FIELD USAGE/RENTAL FEES

Field rentals for travel teams should only be permitted during the Summer and Fall season. The Board of Directors may review EVLL schedules (including games and practices) and adjust days as they deem fit to accommodate other organizations as long as it does not affect ANY EVLL functions. Final approval of fields and fees are ultimately the responsibility of the City of Vineland Recreation Department, but EVLL has priority over all other leagues for the baseball/softball fields at Fiocchi Field. The Sandy Gee Practice Facility, aka “Pole Barn” & Hitting Pavilion located on the premises of Fiocchi Field is the sole responsibility of EVLL and no outside entity (Little League Baseball/Softball, City of Vineland or others) can dictate the use of the “Sandy Gee” Pole Barn training facility or Hitting Pavilion.

SECTION 3

EQUIPMENT

Equipment and uniforms will be handed out to team managers once all required forms are filled out properly. Equipment checklists will be reviewed by the Equipment Director and the approved manager for such team for equipment/uniforms prior to receiving equipment or uniforms. If equipment is deemed to be a safety hazard, the league will replace such equipment prior to releasing to the team manager. Uniforms shall be kept in high standards as per Little League Baseball/Softball guidelines. Managers will be charged the current replacement cost of such equipment/uniforms if not returned and/or returned to the Equipment Director in an abused state which indicates lack of care or abuse. See Manager/Coach Requirements/Responsibility Form.

SECTION 4

MANAGER/COACH REQUIREMENTS

Team Managers/Coaches will be appointed by the League President and approved by the BOD only for the current season. Managers shall be responsible for their teams and for their actions on the field (Regulation 1B). Managers shall be held accountable for all their teams’ equipment and property. Manager may face dismissal if any equipment or property is not returned to EVLL by a requested date. The manger may be required to reimburse EVLL for replacement costs.

ARTICLE V – MEETINGS

The fiscal year for the Local League shall be October 1 through September 30 each year, as required by Little League Baseball/Softball, Inc.

SECTION 1

ANNUAL MEETING: The Annual General Meeting of the Members of the Local League shall be held every year for the purpose of receiving reports for transacting such business as may properly come before the meeting. Only members in the jurisdiction/boundaries and in current good standing of the Local League may attend this meeting. Notice of the Annual Meeting to notify all members should be posted during all practice times, on the website, email blast and/or other social media sites.

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The Annual General Meeting of the Members of the Local League shall be held the 3rd Thursday of September @ 7:00 PM 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 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 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 should determine the number of Directors to be elected for the ensuing year and shall elect such number of Directors. The number of Directors elected shall be not less than seven (7).
- (c) After the Board of Directors is elected, the Board shall meet to elect the officers. After the election, the Board of Directors shall assume the performance of its duties immediately upon election and shall schedule the next Executive Board/General Board Meetings as soon as possible. The Board's term of office shall continue until its successors are elected and qualified under this section.
- (d) The Officers of the Board of Directors shall include, at a minimum, the President, Vice President, Treasurer, Secretary, and a Safety Officer. Only volunteer umpires should be elected to the Board.

BOD MEETINGS: Executive Board/General Board of Directors Meetings: Should be held on a monthly basis as determined by the active Executive Board and/or Board of Directors. During the months of January thru June, the BOD shall meet at a minimum of once a month though additional meetings can be scheduled at the discretion of the League President, Vice-President and/or Secretary. All Executive Board and Board of Directors are required to attend. The meeting agenda will be presented to the members by the secretary and minutes will be reviewed and accepted from the prior month. Other Regular members or guests may be called on from time to time by the President or his/her designee to attend and will be notified as soon as possible but no later than (5) five days in advance. The purpose of this meeting is to carry out the duties or obligations in the management or in the property of the Local League.

All Member classes of the league are welcomed to attend. The purposes of this meeting is to review and accept the minutes from the prior meeting, review and accept the treasurers report, review and discuss the meeting agenda presented to the members by the secretary and to discuss any new business to be presented to the executive Board by the BOD or General Membership.

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During the course of the season additional meetings may be called by the League President and/or Vice President to handle additional league matters. These meetings include but are not limited to Executive Board Special Sessions, BOD meetings, coaches meetings, parents meetings, all-star meeting, etc. The meeting time and locations should be agreed upon by the involved parties and then posted on the website.

SECTION 2

NOTICE of MEETING: Notice of any general BOD meeting shall be posted at least (5) five days in advance on the website and/or in an email blast or other social media sites.

SECTION 3

SPECIAL MEETINGS: Any member in the jurisdiction/boundaries and in current good standings in the Local League may request a special meeting. Members must present to the Recording Secretary via email the reason and nature of their business with the Board. Special meetings of the members may be called by the President or Vice president and/or Secretary at their discretion. These special meetings are to consider a specific subject. No business other than that specified in the notice of the meeting shall be transacted at any special meeting. At such special meeting the President and Vice President shall be present.

SECTION 4

MEMBER VOTING: Local League general meeting dates that require board member votes will be posted (5) five days prior to meeting on the website and/or in an email blast or utilizing other social media sites. An Absentee Ballot can be provided for those members who are not be able to attend and would like to vote. Members need to submit their Absentee Ballot to the Recording Secretary during the meeting date/time for any vote to count. The member can have another person turn in their official ballot for them, but must notify the league Secretary prior to vote and designate who that person submitting the vote for them is.

SECTION 5

QUORUM: At any General Membership and/or Board of Directors Meeting, the presence in person of (1/4) One Fourth of the BOD and/or members (as defined in Article III – Membership) shall be necessary to constitute a quorum for the transaction of business. If a quorum is not present, no business shall be conducted.

SECTION 6

MEETING RULES OF ORDER: Roberts Rules of Order shall govern the proceedings of all meetings with the exception of conflicts with EVLL's Constitution, Bi-Laws or local rules. General meeting rules will allow for a 5 minutes time limit on all statements or responses to questions by any member unless additional time is granted by the BOD. Statement time is not transferable to another member.

SECTION 7

GENERAL BOD MEETING: Any member (Board, Family, League and/or Honorary) in the jurisdiction/boundaries and in current good standing in the Local League can attend scheduled general meetings. These scheduled general meetings will be posted on the website and/or email blast and other social media sites at least (5) five days prior to the meeting. Attendance will be recorded.

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If the BOD needs to discuss information that may be deemed personal and/or privileged, any non-board member must leave the confines of the meeting location so that topic may be discussed. At the completion of that discussion which includes any voting process, the member may return to the meeting and be advised of the outcome for that topic only. No information pertaining to the discussion, voting numbers and/or which way an individual(s) BOD voted shall be released. The total vote (ex: 7 for, 6 against, motion passes) shall be recorded in the meeting minutes.

MEETING MINUTES: The Secretary or his/her designee shall record all pertinent information discussed at all meetings. Upon completion of such meetings, the Secretary shall forward a copy of the "draft" minutes to the executive board within 10 (ten) days of the recorded meeting. The meeting minutes should be approved for full publication at the next BOD meeting. The Secretary shall secure the approved minutes in a location which if needed, can be accessed by the Executive Board/BOD for reference in future league business. A request for a copy of the league meeting minutes from outside of EVLL, Little League Baseball/Softball or other entity that needs access for administrative league business, must be submitted in writing (email, letter, etc.) to the League President, Vice-President and/or Secretary. Approval for the release of the league meeting minutes shall be approved by the Executive Board.

ARTICLE VI - BOARD OF DIRECTORS

SECTION 1

BOARD of DIRECTORS: The management of the property and affairs of the Local League shall be vested in the Board of Directors. The mission of the Board of Directors is to facilitate the operation of the local league. To be eligible for the Executive Board you must be a current Board Member who has served on the Board of Directors for one full term. To run for President you must be a "current" Board Member in good standing who has served on the Board of Directors for a minimum of 2 years. The Executive Board will include those serving in the following capacities: President, Vice-President, Secretary, Treasurer and Safety Officer. Annually the BOD positions will be voted in by the BOD.

SECTION 2

BOD ELECTION: Executive Board members term runs (1) one year. The election will take place at the General Board Members Meeting in September as directed by Eastern Region.

A Board Member, who resigns, must wait a period of (1) one complete calendar year, from the date of resignation, before being eligible to hold a board position and (2) two complete years to hold an Executive Board Position. The BOD by vote may waive time eligibility in the best interest of the Local League by 2/3 vote. If said Board Member resigned with Termination Proceedings ongoing, he/she must first face the pending charges before being eligible to hold a position with the Board of Directors.

In the event the Local League does not have the required members running for an election all current BOD may stay in office as voted in by the BOD and those individuals are considered member elected parties and will have voting rights.

SECTION 3

BOARD POSITIONS:

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Starting for the next election process, these positions will be voted upon by the active Board of Directors: President, Vice president, Treasurer, Secretary, Safety Officer, Equipment/Uniform Director, Jr. Farm & T-Ball Director, Little League (Major's & Minor's) Player Agent, Sr. League 13-16 (Sr. League, Intermediate, Jr. League & 50/70) Player Agent, Fundraising Director, Field & Maintenance Director and any other NEEDED positions. All other positions/committee's will be voted on as NEEDED and will continue in the best interest of the Local League as suggested by Little League Baseball/Softball. At the first meeting following the beginning of the Local Leagues' calendar year vote the Board of Directors will meet to decide on which Board position each Board Member will serve for the upcoming year. This is done by a majority vote among present board members. The BOD, by majority vote, may hold Board Member files of incidents during terms in the event the incident may become detrimental to the Local League. Said member will be notified by the Recording Secretary that the incident is being filed.

SECTION 4

VACANCIES:

If a vacancy occurs in the Board of Directors, by death, resignation, or otherwise, a position may be filled by a BOD majority vote of the remaining directors at any BOD meeting, general meeting or at any special meeting called for that purpose. The position should be filled, whether temporarily or voted on by the BOD, no later than 45 days from the day the President and/or Vice-President notifies the BOD. Notification shall be made to the BOD within a reasonable time frame upon confirmation an opening exists. The President and Vice President are empowered to temporarily appoint any member that is in good standings of said league until a full vote of the Board of Directors takes place, no later than the next scheduled board meeting. The position will become official upon approval of a majority vote of the remaining directors.

Vacancies may not be filled with any member who has been terminated, or banned from the board or said league at any time. Board members, who have resigned, can be reinstated on the Board after a 1-year waiting period.

SECTION 5

DUTIES and POWERS:

The Board of Directors shall have the power to appoint such standing committees, as it shall determine appropriate, 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.

SECTION 6

VOTING:

Any Board Member in good standing of the Local League has the right to cast a vote or make a motion. A Board Member is not considered in good standing if they have missed two (2) regularly scheduled consecutive meetings. Excused absences shall be reviewed by the Executive Board to determine validity and vote by majority of acceptance towards a board members standing with the Board of Directors. A Board Member shall attend a minimum of 75% of the regular scheduled board meetings to be deemed active and a member in good standing. A Board Member's judiciary duty is to participate and cast their

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vote in all issues that are being voted upon. A Board Member may only abstain from a vote if the matter being voted on pertains to them directly or presents a conflict of interest.

Any Board Member affiliated with a Travel Team (Parent, Coach/Manager and/or Board Member) must refrain from casting a vote on any and all issues that pertain to Travel Ball.

The BOD will regulate, in the best interest of the League, the EVLL bi-laws (player rules). Any change requests must be brought to the BOD and voted on prior to change. Votes will be determined by majority vote excluding said Player Agent or any BOD directly related to the change as determined by the Executive Board. Example would be Manager and/or Coach assigned to a division which vote affects.

SECTION 7

MEETINGS:

The BOD may have the need to schedule a closed meeting(s). Scheduled general meeting(s) will be determined by the BOD and posted for our members as mentioned in Article V, Section 7.

Only Board Members of EVLL may attend closed monthly board meetings unless a member is specifically invited. If a Board Member is unable to attend any scheduled general or closed meeting they must inform the League President or Vice-President. They are required to provide a report for their position even in their absence. Any member of the Board of Directors who misses 2 (two) consecutive meetings (unexcused) or 5 (five) meetings in a calendar year is subject to removal from the Board unless he or she drafts a letter to the President to explain their absences. Voting privileges of said member is suspended until the Board votes on the individual's status. After missing the above referenced absences, the League President and/or Vice-President shall address the BOD as to the status of that member. After such discussion, the President and/or Vice-President shall make a motion to determine whether the board member should be terminated from their position on the current board.

The Board of Directors must abide by the code of confidentiality regarding all matters sensitive to the board or its members. If a Board Member breaks this code with such discussions outside the forum, he/she shall be brought up and questioned by the Board of Directors. Consequences and termination may be determined by 2/3 majority vote of the Board of Directors.

ARTICLE VII – EXECUTIVE BOARD

SECTION 1

The Board of Directors will elect an Executive Board which shall consist of the President, Vice President of Operations, Recording Secretary, Treasurer and Safety Officer of the Local League.

SECTION 2

The Executive Board shall advise with and assist the Board of Directors of the Local League in all matters concerning its interest and the management of its affairs, and shall have such other powers as may be delegated. The President, Vice-President and Treasurer shall have the authority to countersign checks up to \$250 for budgeted operating expenses without the prior approval of the Board of Directors not to exceed \$500 in a four week period without prior approval of the Board of Directors.

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ARTICLE VIII – MEMBER/ELECTION

SECTION 1

ANNUAL ELECTION and TERM of OFFICE: At our annual meeting the Current Board of Directors will recommend how the Board of Directors positions operate for the success for the Local League. The number so fixed may be increased at any Regular or Special Meeting of the Board of Directors or at any general membership meeting of the Families, and if the number is increased, the additional Directors may be appointed at the meeting at which the increase is voted, or at any subsequent meeting.

Scheduled election ballots will be counted and posted to notify members of the results.

Any member meeting the requirements of the Local League, Little League Baseball/Softball, who reside within the authorized jurisdictions/boundaries of the Local League and/or have such waiver granted by Little League Baseball/Softball, shall be eligible to run for the Board of Directors. In addition, members must attend (2) two open meetings in order to be eligible to run for the Board of Directors. These general meetings will be determined by the Board of Directors, posted on the website and in an email blast. Members interested in running for the board of directors must also be in good standing with the league.

SECTION 2

ELECTION: If a Member is terminated or banned from the Board of Directors and or the Local League, he/she will not be eligible to run for or serve as on the Board of Directors the subsequent year. The submissions should be posted on the website for all members to review after deadline. Notification of upcoming elections will be posted on the website. The President, Secretary or their designee should make a ballot for the upcoming elections and have all submissions in by the requested time period. No soliciting on EVLL grounds or its surroundings is permitted.

The President, Secretary or their designee will make ballot for all running nominee's including board members who wish to continue their service. If more positions are available than nominee's running, than all said nominee's will be automatically placed on the Board of Directors. Any remaining positions will be nominated and appointed by the Board of Directors by a 2/3 majority vote.

SECTION 3

MEETINGS AND NOTICES

The Board of Directors of the Local League shall follow Roberts Rules of Orders for conducting Regular or Special Meetings unless otherwise specified. Regular Meetings of the Board of Directors shall be held immediately following the Annual Election and on such days thereafter, as shall be determined by the Board.

ARTICLE IX - SEXUAL HARASSMENT

The Board of Directors shall take whatever action necessary to protect the people of this league in accordance with Little League policy based on the operating manual of every current year.

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ARTICLE X - OTHER COMMITTEES

The BOD may appoint committees as needed to run the Local League.

OUTSIDE QUICKBOOKS

The Board of Directors may appoint an outside party who has experience in Quickbooks to help review, and maintain our books and budget. This program may be placed in the yearly budget. The said treasurer will work hand in hand with appointed party.

SCHOLARSHIP COMMITTEE: The local league may provide such scholarship to any former EVLL Player Member that played a majority of their playing career within EVLL. The Committee shall follow eligibility criteria established by the Board of Directors for scholarship applicants and make a recommendation to the Board of Directors for approval and distribution of the award(s). Scholarships may be awarded at the sole discretion of the Board of Directors and may not jeopardize the financial viability of the Local League.

The Recording secretary will be responsible for sending information out to the applicants, collect information and present it to the committee. The President will attend the award ceremony date and hand out the award(s).

One scholarship in the amount of \$500 may be granted or (2) \$250.00.

DISCIPLINARY COMMITTEE (DC): This committee (chaired by the League President) may consist of former League Members appointed by the Board of Directors. Each committee member should have good standing within the local league rules. The committee may consist of up to (5) five, but not less than (3) three members and shall have no affiliation to a current board member. The League President may ask a current board member if needed to fill in for one absent committee member. The committee's function is to assist the Board of Directors and make recommendations in handling actions deemed as wrongdoings. The Disciplinary Committee shall file their recommendation as a whole and not independently of each member.

Procedures for DC:

- Notify League President within a 48 hour time period of the incident.
- A written incident report or email is required or will not be entertained within (5) days of the incident.
- League President will notify DC, Player Agent, Manager of team and/or other involved parties.
- President will set up a meeting with committee after gathering all proper information by involved parties and witnesses. This meeting will be set up within a reasonable time in hopes to accommodate (but not guaranteed) each party involved. Purpose of meeting is to obtain additional information, cross examination of witnesses and/or involved parties by DC. This includes DC discussion of facts.
- Information will be forward to entire committee and Exec Board prior to meeting all involved parties which are required to attend.
- All information will be given to Recording Secretary to be secured for future reference. Parties involved will not be permitted to initiate contact with committee members in anyway shape or form.
- A DC member who privately contacts an offender without the direction of the committee may be removed.
- Player Agent must be present if needed.

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- Committee will listen to all parties and make their recommendations to the League President which will then send the recommendations from the committee to the Board of Directors only for a final decision.
- The Board of Directors will review recommendations and put to a vote.
- The League President will notify all parties via certified letter, email or phone call of the final BOD decision.
- All DC members are instructed to keep the information they receive private.
- Sharing such information via email, conversation with any member other than a DC will result in immediate removal of said committee.
- If any such party ignores their consequences that the board has served them, they will be ejected for entire season.

DC Umpire Reports:

- Any umpire who ejects a player manager or parent from a game must fill out and incident report within 48 hours and report it to the League President.
- Forms must be kept in hallway mailroom and posted on website for our members.
- Name of umpire, party ejected, and reason must be documented.
- Board of Directors will review such actions and document under an incident file.

DC Reports for Approval Managers/Coaches:

- All incidents involving rule violations within the local league must be reviewed prior to voting in managers/coaches for the upcoming season. Managers/coaches who do not have any documented incidents against them may be eligible to run for position.
- DC files shall be reviewed before voting on each manager/coach.
- Any manager/coach that has a DC violation against them must be cleared in order to run for future positions.

DC Appeal:

- An appeal can be made by such party if in disagreement of consequences. Party may ask for a meeting with the Board of Directors within 48 hours of being notified of such discipline.

ARTICLE XI – OFFICERS: DUTIES AND POWERS

PRESIDENT: The President-shall:

- Conduct the affairs of the Local League and execute the policies established by the Board of Directors.
- Present a report of the condition of the Local League at the Annual Meeting.
- Communicate to the Board of Directors, such matters as deemed appropriate and make such suggestions as may tend to promote the welfare to the Local League. May make adjustments to maintain the assurance of the Little League establishment.
- Be responsible for the conduct of the Local League in strict conformance to the policies, principles, Rules and Regulations of Little League Baseball/Softball, Incorporated, as agreed to under the conditions to the charter issued by that organization.
- Charters – fill out in proper time frame. All charters must be submitted before any practices are scheduled on the complex.

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- Investigate complaints, irregularities, and conditions detrimental to the Local League and report thereon to the Executive Committee as the circumstances warrant.
- With the assistance of the Vice President of Operations, examine the registration and support proof-of-age documents of every Player candidate and certify to age and residence eligibility, before the Player may be accepted for tryouts and team selection.
- Set election date and review jobs needed to help run Little League properly.
- Scholarship Awards/ceremony.
- Copy of league Laws, Constitution, Fee's, Rentals, and Charters.
- Make sure all programs By Laws, Constitution, ASAP, Maps are all updated.
- Will appoint a Board Member (Vice-President or Safety Officer) to run all background checks for Managers/Coaches.
- Primary contact with the City of Vineland, District 3, Section 4, NJ State Little League, Eastern Regional and Williamsport administrators for all local league administrative functions unless deemed a conflict as a result of a specific incident which needs clarification.
- All other functions deemed appropriate to be handled by the League President.
- Chair Disciplinary Committee.
- Liaison to District 3 and Eastern Regional matters including attendance at all D3 meetings.
- Arrange for General liability and Directors and Officers Liability insurance and obtain approval from the Board of Directors for appropriate coverage(s).
- Additional duties deemed necessary by the BOD for the successful operation of the league season.

VICE PRESIDENT of OPERATIONS: The Vice President-shall:

- Be responsible for managing the Baseball related Activities for the Local League. Assist Board Members responsible for the divisional play, Tournaments and Umpires.
- Oversee the Bylaws (Player Rules), local rules and Constitution.
- To assist and/or oversee all aspects of Baseball/Softball operations, including: tryouts, rules, schedules, selection of managers/coaches, selection of all-star, player agents, competition committee.
- Make sure all programs By Laws, Constitution, ASAP, Maps are all updated.
- Responsible for all operations of baseball are carried out to player agents.
- Schedule Tournaments.
- Assist all aspects of league business with President including charters, safety, rosters and budgets.
- Must be informed of any and all baseball related issues.
- Assist President when directed.
- Must attend all Division Manager meetings.
- Co-Liaison to City of Vineland, District 3, Section 4, NJ State Little League Administration and Eastern Regional matters including attending D3 meetings in absence of League President.
- Oversee Public Information (Website, Twitter, Facebook, Email, Texts and others utilized).
- Make public of all League activities by means of Radio, Newspaper, Flyers, and Bulletin Boards etc.
- Oversee the scheduling of all games to include regular season and playoffs.
- Oversee the Background safety checks for all members involved with the League.
- Additional duties deemed necessary by the BOD for the successful operation of the league season.

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*In the case of the absence or disability of the President, and provided he is authorized by the President or Board so to act, the VP Baseball Ops shall perform the duties of the President, and when so acting, shall have the powers of that office, and shall have other duties as from time may be assigned by the Board of Directors or the President.

SECRETARY: The Secretary shall:

- Be responsible for recording the activities of the Local League and maintain appropriate, mailing lists and necessary records.
- Perform duties as herein set forth, in addition to such other duties as are customarily incident to the office of Recording Secretary or may be assigned by the Board of Directors, including acting as President in the absence of the President and Vice President.
- Maintain a list of all Players, and Honorary Members, Directors and committee members and give notice of all meetings of the Local League.
- Keep the minutes of Members, the Board of Directors and the Executive Committee, and cause them to be recorded in a book kept for that purpose.
- Minutes should be kept in binder and filed by league year in board room at all times.
- Shall conduct all correspondence not otherwise specifically delegated in connection with said meeting and shall be responsible for carrying out all orders. Record votes at said meetings.
- Notify Members, Directors, Officers, and Committee Members of their election or appointment.
- Organize the Elections. Post on our Little League website date of elections.
- Additional duties deemed necessary by the BOD for the successful operation of the league season.

TREASURER: The Treasurer shall:

- 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.
- Receive all monies and securities, and deposit same in the depositories approved by the Board of directors.
- 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 Board of directors. All disbursements by check must have dual signatures.
- Prepare an annual budget under the direction of the President, submit budget to Executive Board and presented to the Board of Directors for approval.
- Deposit checks.
- Disclose all deposits, and income amounts on report.
- Disclose all information pertaining to monies for The East Vineland Little League. All deposit slips must be filed and attached to the bank statements per month.
- All hard copies will be kept in file.
- Executive Board should have access to view QuickBooks at all times.
- The Treasurer shall have and share with the Board of Directors, the current operating budget, and a summary of the building improvements or loans currently in force or acquired during the fiscal year in files.
- Chairs Budget Committee
- Additional duties deemed necessary by the BOD for the successful operation of the league season.

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SAFETY DIRECTOR:

- Responsible for all training (i.e.: RUTGERS) needed and to explain the duties required.
- Provide updated lists of volunteer apps that posts all approved members.
- Provide the facility with all handouts that our members may need.
- Responsible with coordinating fingerprint process with volunteers and City of Vineland.
- Generate list of all team Managers, Coaches, and volunteers approved to be on EVLL fields and property.
- Responsible for all managers/coaches on the field in their division for approval on our background screening. If a member is not approved and is on our fields, said member may be banned from assisting for the season.
- Additional duties deemed necessary by the BOD for the successful operation of the league season.

EQUIPMENT DIRECTOR:

- The equipment Director is responsible for all equipment, and Uniforms.
- Equipment director must be a board position. No exceptions.
- Equipment Director is responsible for the hand out of all equipment and or uniforms.
- Equipment Director has full responsibility to keep proper records for accountability of managers for all teams throughout the season. Spring, All Stars, and Fall.
- Equipment director must be on the budget committee and attend meetings.
- Equipment director must inform the board of directors for any incentives received by outside vendors. Failure to do so will be considered negligent.
- Equipment manager will not use any incentives given by outside vendors for personal use.
- Equipment manager will have key to equipment room as well as the President and Vice President.
- Equipment should be delivered to the East Vineland Little League complex, if director cannot be there other arrangements must be made.
- Additional duties deemed necessary by the BOD for the successful operation of the league season.

FIELDS AND MAINTENANCE DIRECTOR:

- The Field and Maintenance Director is responsible for the continued maintenance of all playing fields, scoreboards, grounds and structures.
- Must sit on the budget committee and attend all meetings.
- Must keep log and or records of his/her responsibility.
- Head of Field and Maintenance Committee.
- Produce budget and maintain budget.
- Determines if fields are playable, and will coordinate his/her opinion with the City of Vineland Recreation President and or Vice President.
- Additional duties deemed necessary by the BOD for the successful operation of the league season.

UMPIRE IN CHIEFS:

- The Umpire in Chiefs is responsible for assigning umpires to all games.
- Conduct or make available umpire clinics with times dates and trainers.
- Post list of wanted umpires for the season.
- Keep a log of attendees of clinic to meet criteria of our umpires.
- Provide them with rule book, and inform them on DC procedures.
- Umpires will log in every game, time and what team played for every umpire.

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- Collect all umpire volunteer applications to be approved through ASAP program for background checks.
- Additional duties deemed necessary by the BOD for the successful operation of the league season.
- No later than March 15th, provide BOD with list of umpires for the season to be have background check completed and approved.

PLAYER AGENTS:

- The Player Agent is responsible for Managers/Coaches and Players in their divisions in accordance with the EVLL by-laws.
- Forming hitting groups once players are registered.
- No player should enter the pole barn unless a registration payment is made and player is in our system for current year.
- All league Player Agent(s) shall work in unison to coordinate tryout dates, tryout procedures and drafting process which shall be deemed fair to ALL Player Members of EVLL.
- Drafts- making sure all managers abide by our league draft rules and do not abuse them.
- No manager should at any time ask a player to have a “special tryout”.
- If a manager would like to see a specific player, the Player agent is more than welcome to attend that players hitting time and should be respectful of it.
- If not respected consequences may be made by Player Agent, President, and VP of Ops.
- Calling unregistered players for registration.
- Setting up the tryouts and ensuring draft cards with times and dates are correct.
- Report any and all baseball concerns to the VP of Operations.
- Responsible for all aspects of said Division for All Stars.
- Required to assist with collection of proper eligibility for All Star qualifications.
- Additional duties deemed necessary by the BOD for the successful operation of the league season.

FUND RAISING DIRECTOR:

- Fundraising Director/ Committee will be responsible for all Sponsorship Ads, signs, and advertisements within the complex, and the implementation of other fund raising activities to help supplement the annual budget. Ads for said league will be reviewed and discussed by the Board of Directors. Fee's may be determined by the Board of Directors as they deem fit.
- Additional duties deemed necessary by the BOD for the successful operation of the league season.

ARTICLE X – LITTLE LEAGUE ORGANIZATIONAL CONTACT:

SECTION 1

The East Vineland Little League and its Board of Directors top representative is the League President or his/her designee shall be the sole and primary contact person for all matters related to league operations to include but not limited to the City of Vineland, District 3 Administration, Section 4 Administration, NJ State Little League, Eastern Regional Administration and Little League Williamsport. If there is an incident or rule interpretation that is deemed a conflict for the President, the Vice President shall inherit said responsibility. However, all matters that may need the assistance of the District Administrator, Section 4 Administration, NJ State Little League Administration, Eastern Regional Administration and Little League Williamsport, should be relayed to the Board of Directors within a reasonable time frame.

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Player Members and Family Members are not to be restricted in their contact with the above mentioned administrators. League Members should be restricted in their contact with Administrators and should utilize the proper chain of command through the EVLL BOD to contact the referenced Administrators. Contact with the above mentioned administrators is prohibited by board members without prior approval from the President and Executive Board. This is to ensure all relevant information is relayed to the proper administrator(s) and streamline the return of such information through the proper channels. Once a ruling or decision from the administrator(s) is received, it shall be relayed to the Board of Directors in a timely manner to avoid any misinterpretation or misrepresentation of such information. As an EVLL board member, he/she agrees this process is the best option for the league as a whole. A violation of this board policy may result in the immediate suspension of said board member and possible termination of their position on the East Vineland Little League Board of Directors.

ARTICLE XI – AMENDMENTS

SECTION 1

Constitution Amendments. This Constitution may be amended, repealed or altered in whole or in part by the Board of Directors at any meeting of the Board, by a two-thirds vote of those Directors holding office at the time of the vote, provided notice of the proposed change(s) is included in the notice of such meeting, and that the change(s), alteration(s), deletion(s), etc. do not invalidate the stated objective of the League as recorded in its Articles of Incorporation.

Amendments so approved by the procedure in Section 1 require ratification of the league Membership at an Annual or Special Meeting, so called for the purpose, prior to being validated and made part of these By-Laws, and such ratification shall require a majority vote of Regular Members in good standing voting at the Annual or Special Meeting called for that purpose.

ARTICLE XII – ADOPTION OF CONSTITUTION

All persons present should take notice that this Constitution, complete and full as recorded above were duly approved and favorably voted for at the EVLL General Board meeting on the 24th day of September 2015.

East Vineland Little League President

East Vineland Little League Vice-President

East Vineland Little League Secretary

East Vineland Little League Treasurer

East Vineland Little League Safety Officer

Date Submitted to Little League