

League ID Number: 40 504 23

THIS BOX FOR REGIONAL USE ONLY

Date submitted: _____

Approved: _____

Not approved: _____

ALBANY LITTLE LEAGUE CONSTITUTION

ARTICLE I – NAME

The Albany Little League, a California nonprofit corporation, hereby adopts its constitution consistent with the Charter of Little League™ Baseball, Inc. Hereafter the Albany Little League shall be referred to as the “League.”

ARTICLE II - OBJECTIVE

Section 1. The objective of the 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 League will provide a supervised program under the Rules and Regulations of Little League Baseball, Incorporated. All directors, officers and members shall bear in mind that the attainment of exceptional athletic skill or the winning of games is secondary, and the molding of future citizens is of prime importance. In accordance with Section 501(c)(3) of the Federal Internal Revenue Code, the League shall operate exclusively as a non-profit organization providing a supervised program of competitive baseball games. No part of the net earnings shall inure to the benefit of any private shareholder or individual; and no substantial part of its activities shall consist of carrying on propaganda, or otherwise attempting to influence legislation; nor shall it participate or intervene in any political campaign on behalf of any candidate for public office.

ARTICLE III – MEMBERSHIP

Section 1. Eligibility. Any person who is sincerely interested in active participation to further the objectives of the 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 the Little League Regulation IV shall be eligible to compete for participation but shall have no rights, duties or obligations in the management or in the property of the League.
- (b) Regular Members. Any adult person actively interested in furthering the objectives of the League may become a regular member upon election and payment of dues as hereinafter provided. 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, Board members, officers of the Board and any other person who is recognized by the Board as a volunteer in the League.
- (c) Honorary Members. Any person may be elected as an 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 the property of the League.

Section 3. Other Affiliations. Players and regular members shall not be required to be affiliated with another organization or group to qualify as members of the League. Regular members should not be actively engaged in the promotion and/or operation of any other baseball program.

Section 4. Suspension or Termination. Membership may be terminated by resignation or action of the Board of Directors as follows:

- (a) The Board of Directors, by a two-thirds vote of those present at any duly constituted Board meeting, shall have the authority to discipline or suspend or terminate the membership of any member of any class, including managers and coaches, when the conduct of such person is considered detrimental to the best interests of the 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 Board of Directors shall, in a case of player member, give notice to the manager of the team of which the player is a member. Said manager shall appear, in the capacity of an adviser, with the player before the Board of

Directors or a duly appointed committee of the Board of Directors. The player's parent(s) or legal guardian(s) may also be present. The Board of Directors shall have full power to suspend or revoke such player's right to future participation by two-thirds vote of those present at any duly constituted meeting (quorum is required).

ARTICLE IV – DUES FOR REGULAR MEMBERS (NOT PLAYERS)

Section 1. Dues for regular members may be fixed at such amounts as the Board of Directors shall determine for a particular fiscal year. (See Article XI, Section 7 for the fiscal year of the League.) Note: Dues for regular members are separate from registration fees for player members, which are determined annually by the Board of Directors in accordance with Regulation XIII (c). If no dues for regular membership are collected, Section 2 below does not apply.

Section 2. Regular members who fail to pay their fixed dues within thirty (30) days from the time the same become due may by majority vote of the Board be dropped from the rolls and shall forfeit all rights and privileges of membership.

Section 3. A reasonable Little League participation fee may be assessed as a parent's obligation to assure the operational continuity of the League. At no time should payment of any fee or dues be a prerequisite for participation in the Little League Baseball program. (Little League Regulation XIII(c)).

ARTICLE V – 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 ten (10) days in advance of the meeting, setting forth the place, time and purpose of the meeting. In lieu of the above methods, notice may be given in such form as may be authorized by the members, from time to time, at a regularly convened general membership meeting.

Section 3. Quorum. The presence in person or representation by absentee ballot of one tenth (10%) of the regular members (as defined in Article III – Membership) shall be necessary to constitute a quorum. If a quorum is not present, no business shall be conducted.

Section 4. Voting. Only regular members shall be entitled to make motions and vote at general membership meetings. However, the Board of Directors may invite, admit and

recognize guests for presentations or comments during general membership meetings. (Those eligible to take part at meetings of the Board of Directors are described in Article VI, Section 4.)

Section 5. Absentee Ballot. For the expressed purpose of accommodating a regular member in good standing who cannot be in attendance at the annual meeting, or any general membership meeting at which new Board members will be elected, an absentee ballot may be requested and obtained from the Secretary of the League. The absentee ballot shall be properly completed, signed and returned in a sealed envelope to the Secretary prior to the date of the election. The Secretary shall present all absentee ballots to the election chair (appointed at the meeting) prior to the voting portion of the election process.

Section 6. Annual Meeting of the Members. The Annual Meeting of the members of the League shall be held the last Wednesday of September at 7 p.m. each year, or such other date or such other time as may be fixed by the Board of Directors; provided, however, that should said day fall upon a legal holiday, the annual meeting of shareholders shall be held at the same time on the next day thereafter ensuing which is a full business day, 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 League a report, verified by the President and Treasurer, or by a majority of the Directors, showing:
 - (1) The condition of the 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 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 League during such year. This report shall be filed with the records of the League and entered in the minutes of the proceedings of the Annual Meeting. A copy of such report shall be forwarded to Little League International.
- (b) At the annual meeting, the members shall 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 immediately assume the performance of its duties. 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, one or more Vice Presidents, Treasurer, Secretary, one or more Player Agents, Safety Officer and Coaching Coordinator. The Board shall also include a minimum of one manager and one volunteer umpire. Only volunteer umpires may be elected to the Board. The number of managers (from all leagues) elected to the Board shall not exceed a minority of the total Board members.

Section 7. Special General Membership Meetings. Special general membership meetings of the members may be called by the Board of Directors or by the Secretary or President at their discretion. Upon the written request of ten (10) regular 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 meeting shall be scheduled to take place not less than ten (10) days after the request is received by the President or Secretary.

Section 8. Rules of Order for General Membership Meetings. Robert's Rules of Order shall govern the proceeding of all general membership meetings, except where same conflicts with this Constitution, or the local rules, ground rules and/or bylaws of the League.

ARTICLE VI – BOARD OF DIRECTORS

Section 1. Authority. The management of the property and affairs of the League shall be vested in the Board of Directors.

Section 2. Increase in Number. The number of Board of Directors so fixed at the annual meeting may be increased at any general membership meeting or special meeting of the regular members. If the number is increased, the additional directors may be elected at the meeting at which the increase is voted, or at any subsequent general membership meeting. All elections of additional directors shall be by majority vote of all regular members present or represented by a properly executed and signed absentee ballot filed with the Secretary prior to the election meeting.

Section 3. Vacancies. If any vacancy occurs in the Board of Directors, by death, resignation or otherwise, it may be filled by a majority vote of the remaining directors at any regular Board meeting or at any special Board meeting called for that purpose.

Section 4. Board Meetings, Notice and Quorum. Regular meetings of the Board of Directors shall be held immediately following the annual meeting and on such days thereafter as shall be determined by the Board.

- (a) The President or the Secretary may, whenever they deem it advisable, or the Secretary shall at the request in writing of five (5) directors, issue a call for a special Board meeting. In the case of special Board meetings, such notice shall include the purpose of the meeting and no matters not so stated may be acted upon at the meeting.
- (b) Notice of each Board meeting shall be given by the Secretary personally, electronically or by mail to each director at least three (3) days before the time appointed for the meeting to the last recorded address of each director.
- (c) One third (1/3) of the members of the Board of Directors shall constitute a quorum for the transaction of business. If a quorum is not present, no business shall be conducted.
- (d) Only members of the Board of Directors may make motions and vote at meetings of the Board of Directors. However, the Board of Directors may invite, admit and recognize guests for presentations or comments during Board meetings.

Section 5. Duties and Powers. The Board of Directors shall have the power to appoint such standing committees as it shall determine appropriate and to delegate such powers to them as the Board shall deem advisable and which it may properly delegate. The Board may adopt such rules and regulations for the conduct of its meetings and the management of the League as it may deem proper, provided such rules and regulations do not conflict with this Constitution. The Board shall have the power by a two-thirds vote of those present at any regular Board or special Board meeting to discipline, suspend or remove any director or officer or committee member of the League in accordance with the procedure set forth in Article III, Section 4 (a, b).

Section 6. Rules of Order for Board Meetings. Robert's Rules of Order shall govern the proceedings of all Board of Directors meetings, except where same conflicts with this Constitution of the League.

ARTICLE VII – DUTIES AND POWERS OF THE BOARD

Section 1. Appointments. The Board of Directors may appoint such other officers or agents as it may deem necessary or desirable, and may prescribe the powers and duties of each. Appointed officers or agents shall have no vote on actions taken by the Board of Directors unless such individuals have been elected to the Board by the membership or have been elected to fill a vacancy on the Board.

Section 2. President. The President shall:

- (a) Conduct the affairs of the League and execute the policies established by the Board of Directors.
- (b) Present a report of the condition of the League at the annual meeting.
- (c) Communicate to the Board of Directors, such matters as deemed appropriate, and make such suggestions to tend to promote the welfare of the League.
- (d) Be responsible for the conduct of the League in strict conformity to the policies, principles, rules and regulations of Little League Baseball, Incorporated, as agreed to under the conditions of charter issued the League by that organization.
- (e) Designate in writing, other officers if necessary.
- (f) To have power to make and execute for/and in the name of the League such contracts and leases as may have received prior approval of the Board.
- (g) Investigate complaints, irregularities and conditions detrimental to the League and report thereon to the Board or executive committee as circumstances warrant.
- (h) Prepare and submit an annual budget to the Board of Directors and be responsible for the proper execution thereof.
- (i) With the assistance of the player agent, examine the application and support proof-of-age documents of every player candidate and certify as to residence and age eligibility before the player may be accepted for tryouts and selection.
- (j) Serve as League representative to District IV of Little League Baseball, Inc. and to all other public and private entities.

Section 3. Executive Vice President. The Executive VP shall:

- (a) In case of the absence or disability of the President, and provided he/she is authorized by the President or the Board so to act, the Executive Vice President shall perform the duties of the President, and when so acting, shall have all the powers of that office.
- (b) Perform other duties as from time to time may be assigned by the Board of Directors or by the President.

Section 4. Vice President-Operations. The VP-Operations shall:

- (a) In case of the absence or disability of both the President and the Executive Vice President, and provided he/she is authorized by the President or the Board so to act, the Vice President-Operations shall perform the duties of the President, and when so acting, shall have all the powers of that office.
- (b) Oversee the Baseball Operations Committee; supervise equipment managers who shall issue and replace all equipment, supplies and uniforms; issue and manage the schedule for all levels and implement and enforce all local playing rules.
- (c) Organize the Fall and Summer baseball programs.
- (d) Perform other duties as from time to time may be assigned by the Board of Directors or by the President.

Section 5. Vice President Field Management and Development. The VP Field Management and Development shall:

- (a) Supervise all paid and voluntary field maintenance personnel.
- (b) Be responsible for maintaining all fields for which the League is responsible.
- (c) Develop and implement an annual budget and capital spending plan, subject to Board approval.
- (d) Investigate and recommend available sites and plans for the development of other suitable baseball fields.
- (e) Represent the League on all governmental and non-profit boards and organizations that have the authority to develop or improve existing or new baseball fields and at all other outside field development and/or field usage meetings where league representation is necessary.

Section 6. Secretary. The Secretary shall:

- (a) Be responsible for recording the activities of the League and maintain appropriate files, mailing lists and necessary records.
- (b) Perform such duties as are herein specifically set forth, in addition to such other duties as are customarily incident to the office of secretary or as may be assigned by the Board of Directors.
- (c) Maintain a list of all regular; and honorary members, directors and committee members and give notice of all meetings of the League, the Board of Directors and Committees.
- (d) Keep the minutes of the meetings of the Members, the Board of Directors and the Executive Committee, and cause them to be recorded in a book kept for that purpose.
- (e) Shall conduct all correspondence not otherwise specifically delegated in connection with said meetings and shall be responsible for carrying out all orders, votes and resolutions not otherwise committed.
- (f) Notify members, directors, officers and committee members of their election or appointment.

Section 7. Treasurer. The Treasurer shall:

- (a) Perform such duties as are herein specifically set forth and such other duties as are customarily incident to the Office of Treasurer or as may be assigned by the Board of Directors.
- (b) Receive all monies and securities; and deposit same in a depository approved by the Board of Directors.
- (c) Keep records for the receipt and disbursement of all monies and securities of the League, approve all payments from allotted funds and draw checks therefore in agreement with the policies established in advance of such actions by the Board of Directors.
- (d) Prepare an annual budget, under the direction of the President, for submission to the Board of Directors at the first meeting after the end of the fiscal year.

- (e) Prepare an annual financial report, under the direction of the President, for submission to the membership and Board of Directors at the first meeting after the end of the fiscal year.

Section 8. Player Agent. The Player Agent shall:

- (a) Record all player transaction and maintain an accurate up-to-date record thereof.
- (b) Receive and review applications for player candidates and assist the president in checking residence and age eligibility.
- (c) Conduct 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 tournament team eligibility affidavit.
- (f) Notify Little League Headquarters of any subsequent player replacements or trades.

Section 9. Safety Officer. The Safety Officer shall:

- (a) Be responsible for creating awareness through education and information of the opportunities to provide a safer environment for children and all participants of Little League.
- (b) Develop and implement a plan for increasing of activities, equipment and facilities through education and reporting

Section 10. Coaching Coordinator. The Coaching Coordinator shall:

- (a) Represent coaches/managers in the League.
- (b) Develop and run an annual coach/manager training program and supplemental mini-clinics, with Board approval.
- (c) Order and distribute training materials to players, coaches and managers.

Section 11. Information Officer. The Information Officer shall:

- (a) Manage and update the League's official website to include scores and news about all important league activities.
- (b) Set up on-line registration and encourage the creation of team websites by parents or coaches.

ARTICLE VIII – EXECUTIVE COMMITTEE

Section 1. The Board of Directors shall appoint an Executive Committee which shall consist of five (5) directors, one of whom shall be the President of the League and one of

whom shall be the immediate past President of the League, should he/she consent.

Section 2. The Executive Committee shall advise with and assist the officers of the League in all matters concerning its interests and the management of its affairs, and shall have such other powers as may be delegated to it by the Board, but in no event will the Executive Committee have authority over the Board of Directors.

Section 3. At any meeting of the Executive Committee a majority of the total number of members then in office shall constitute a quorum for the transaction of business, and the act of a majority present at any meeting at which there is a quorum shall be the act of the Committee.

ARTICLE IX – OTHER COMMITTEES

Section 1. Nominating Committee. The Board of Directors may appoint a Nominating Committee consisting of three (3) directors and other appointed regular members. The Committee shall investigate and consider eligible candidates and submit at the Annual Meeting a slate of candidates for the Board of Directors. The Committee shall also submit for consideration by the Board of Directors a slate of officers and committee members.

Section 2. Membership Committee. The Board of Directors may appoint a Membership Committee consisting of three (3) directors and other appointed regular members. The Committee shall receive the names of prospective honorary, sustaining and regular members, investigate for eligibility and recommend those qualified for election at the annual, regular or any special meeting of the members or the Board of Directors as the case may be.

Section 3. Finance Committee. The Board of Directors may appoint a Finance Committee consisting of not less than three (3) nor more than five (5) directors. The Treasurer shall be an ex-officio member of the Committee. The Committee shall investigate ways and means of financing the Local League including team sponsorships and submit recommendations. It shall be responsible for taking up collections at games, if such collections are authorized by the League and shall turn over said collections to the treasurer immediately after each game.

Section 4. Baseball Operations Committee. The Board of Directors may appoint a baseball operations committee which shall consist of at least three (3) directors and other appointed regular members. The chair of the committee shall be a vice-president of the Board of Directors. Other members of this committee shall include all division and playing equipment representatives.

- (a) The committee shall be charged with overseeing all League baseball operations including the Senior, Major and Minor league programs, the selection and

disciplining of all managers and coaches at all levels, implementation and enforcement of all local playing rules adopted by the Board of Directors from time to time and the issuance and replacement of playing equipment, supplies and uniforms.

- (b) The committee shall interview, investigate and recommend the selection of managers to the President for all levels of play, all of whom shall be subject to approval by the Board of Directors.
- (c) The committee shall be responsible for the proper conduct of the Senior, Major and Minor League programs including the scheduling of tryouts, practices and League games during the playing season including all playoff games and District IV tournament play.
- (d) The committee shall be responsible for issuing equipment, supplies and uniforms to each team at all levels of play, ordering new and replacement equipment, supplies and uniforms as needed from time to time and ensuring that all equipment used during the playing season meets all Little League Baseball, Inc. standards.

Section 5. Building, Grounds and Property Committee. The Board of Directors may appoint a Building, Grounds and Property Committee consisting of three (3) directors and other appointed regular members.

- (a) The Committee shall investigate and recommend available sites and plans for development, including ways and means, the latter in cooperation with the Finance Committee.
- (b) It shall be responsible for repair and improvement recommendations, and supervise the performance of approved projects.
- (c) The Committee shall also be responsible for the care and maintenance of the playing field(s), buildings and grounds. The Committee shall operate within the amount appropriated in the approved budget for that purpose.

Section 6. Umpire Committee. The Board of Directors may appoint an Umpire Committee consisting of three (3) directors and other appointed regular members. The Committee shall recruit, interview and recommend to the Board for appointment a staff of umpires, including a chief umpire and replacements. When appointed, the staff of umpires shall be under the personal direction and responsibility of the League President, assisted by the Chief Umpire who shall train, observe and schedule the staff.

Section 7. Auxiliary Committee. The Board of Directors may appoint an Auxiliary Committee consisting of the League treasurer and two (2) other directors and other appointed regular members. The Committee shall coordinate Auxiliary activities. It shall review and evaluate auxiliary projects for raising money and make recommendations to the Board. The Board of Directors shall approve in advance all projects and actions of the Auxiliary.

Section 8. Auditing Committee. The Board of Directors shall appoint an auditing Committee consisting of three (3) directors. The President, Treasurer and signatories of

checks are not eligible. The Committee will review the League's books and records annually prior to the annual meeting and attach a statement of their findings to the annual financial statement of the President and Treasurer; or may, if directed by the Board of Directors or membership, secure the services of a certified public accountant to accomplish such review.

Section 9. Discipline Committee. The President may appoint a Discipline Committee consisting of three (3) directors and other regular members. No member of the discipline committee shall be a manager or coach. The committee shall be responsible for the enforcement of all local playing rules, including the code of conduct for all managers, coaches, and umpires, and shall, at the request of the President, investigate complaints and conduct hearings directed at managers, coaches, or umpires, and shall report its findings and recommendations to the President, who shall make the final decision in any such matter.

ARTICLE X – AFFILIATION AND RULES

Section 1. Charter. The 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 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 the League.

Section 3. Local Rules, Ground Rules and/or Bylaws. The local rules, ground rules and/or bylaws of the League shall be adopted by the Board of Directors at a meeting to be held not less than one month previous to the first scheduled game of the season, but shall in no way conflict with the Rules and Regulations of Little League Baseball, Incorporated, nor shall they conflict with this Constitution. The local rules, ground rules and/or bylaws of the League shall expire at the end of each fiscal year, and are not considered part of this Constitution. (See Article XI, Section 7 for fiscal year of this league.)

ARTICLE XI – FINANCIAL AND ACCOUNTING

Section 1. Authority. The Board of Directors shall decide all matters pertaining to the finances of the League and it shall place all income in a common League treasury, directing the expenditure of same in such manner as will give no individual or team an advantage over those in competition with such individual or team.

Section 2. Contributions. The Board shall not permit the contribution of funds or property to individual teams but shall solicit same for the common treasurer of the League, thereby to discourage favoritism among teams and to endeavor to equalize the benefits of the League.

Section 3. Solicitations. The Board shall not permit the solicitation of funds in the name of Little League Baseball unless all of the funds so raised be placed in the League treasury.

Section 4. Disbursement of Funds. The Board shall not permit the disbursement of 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 checks shall be signed by the League treasurer or such other officer or officers or person or persons as the Board of Directors shall determine.

Section 5. Compensation. No director, officer or member of the League shall receive, directly or indirectly any salary, compensation or emolument from the League for services rendered as director, officer or member.

Section 6. Deposits. All monies received, including Auxiliary Funds, shall be deposited to the credit of the League in/at Mechanics Bank.

Section 7. Fiscal Year. The fiscal year of the League shall begin on the first day of October and shall end on the last day of September.

Section 8. Distribution of Property Upon Dissolution. Upon dissolution of the League and after all outstanding debts and claims have been satisfied, the members shall distribute the property of the League to such other non-profit organization or organizations maintaining an objective similar to that set forth herein, which shall be entitled to exemption under Section 501(c)(3) of the Internal Revenue Code or any future corresponding provision.

ARTICLE XII - AMENDMENTS

This Constitution may be amended, repealed or altered in whole or in part by a majority vote at any duly organized meeting of the members provided notice of the proposed change is included in the notice of such meeting.

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

This Constitution was approved by the Albany Little League Membership on

10/3/13

President's Name (Print) Jack Miller

President's Signature 

Date: 10 / 3 / 13

Little League ID No. 40 504 23

Federal ID No. (if available) _____

State ID No. (if available) _____

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