

# VALLEY CENTER LITTLE LEAGUE CONSTITUTION

## ARTICLE I. NAME

This organization shall be known as the Valley Center Little League, hereinafter referred to as the V.C.L.L.

## ARTICLE II. OBJECTIVE

Section One. The objective of the V.C.L.L. 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 Two. To achieve this objective, the V.C.L.L. 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 V.C.L.L. shall operate exclusively as a non-profit educational organization providing a supervised program of competitive baseball and softball games. No part of the net earnings shall inure to the benefit of any private shareholder or individual; no substantial part of the activities of which is carrying on propaganda, or otherwise attempting to influence legislation, and which does not participate in or intervene in any political campaign on behalf of any candidate for public office.

## ARTICLE III. AFFILIATION

Section One. Charter. V.C.L.L. shall annually apply for a charter from Little League Baseball, Inc., and shall do all things necessary to obtain and maintain such charter.

V.C.L.L. 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 Two. Rules and Regulations. The official Playing Rules and Regulations as published by Little League Baseball, Inc., Williamsport, Pennsylvania, shall be binding on V.C.L.L.

Section Three. Local League Rules. The local rules of V.C.L.L. shall be adopted by the Board Members 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, Inc. The local rules will be included in the Valley Center Little League Operating Policy.

## ARTICLE IV. MEMBERSHIP

Section One. Eligibility. Any person sincerely interested in active participation to affect the objective of Local League may apply to become a member.

Section Two. Classes. There shall be the following classes of Members:

(a) Player Members. Any player candidate meeting the requirements of Little League Regulation IV and who resides within the authorized boundaries of the V.C.L.L. shall be eligible to participate, but shall have no rights, duties or obligations in the management or in the property of the V.C.L.L.

(b) Regular Members. Any person actively interested in furthering the objective of the V.C.L.L. may become a regular member upon election 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 the annual meeting. Good Standing is defined as someone not suspended or terminated by the Board Members.

All Officers, Board Members, Managers, Volunteer Umpires and other elected or appointed officials must be active Regular Members in good standing.

(c) Honorary Members. (Optional) Any person may be elected as Honorary Member by the unanimous vote of all Board Members present at any duly held meeting of the Board Members but shall have no rights, duties or obligations in the management or in the property of the V.C.L.L.

(d) 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 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 V.C.L.L.

(e) As used hereinafter, the word "Member" shall mean a Regular Member unless otherwise stated.

Section Three. Other Affiliations. Members, whether Regular or Player, shall not be required to be affiliated with another organization or group to qualify as members of the V.C.L.L.

Section Four. Suspension or Termination. Membership may be terminated by resignation or action of the Board Members.

(a) The Board Members, by a two-thirds vote of those present at any duly constituted meeting, shall have the authority to discipline or suspend or terminate the membership of any Member or any class when the conduct of such person is considered detrimental to the best interests of V.C.L.L. 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 Members shall, in case of a Player Member, give notice to the parent or guardian and the manager of the team of which the player is a member. Said parent or guardian and the manager shall appear, in the capacity of an adviser, with the player before a duly appointed committee of the Board Members, which shall have full power to suspend or revoke such player's right to future participation, by two-thirds vote of those present at a duly constituted Board meeting. No Registration fee refunds given for terminations.

#### ARTICLE V. DUES

Section One. Dues for Regular Members may be fixed at such amounts as the Board Members shall determine prior to the beginning of any membership period.

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

Section Three. A reasonable Little League participation fee may be assessed as a parent's obligation to assure the operational continuity of the V.C.L.L. AT NO TIME SHOULD PAYMENT OF ANY FEE BE A PREREQUISITE FOR PARTICIPATION IN THE LITTLE LEAGUE BASEBALL PROGRAM. (Little League Regulation XIII (c).)

Section Four. All Officers of V.C.L.L. shall be required to only pay fifty (50) percent of the predetermined participation fees.

Section Five. Discounts of may be determined by the Board Members prior to the beginning of the membership period (i.e. early registration discounts, sibling discounts).

Section Six. Refunds shall be determined by the Board Members on a case by case basis, payable to the original payee.

#### ARTICLE VI. MEMBERSHIP MEETINGS

Section One. Notice of Meeting. Notice of each meeting of the Members shall be mailed or otherwise electronically delivered to each Member at the last recorded address at least ten (10) days in advance thereof setting forth the place, time and purpose of the meeting; or in lieu thereof, notice may be given in such form as may be authorized by the Members, from time to time, at a regularly convened meeting.

Section Two. Annual Meeting. The annual meeting of the Members of V.C.L.L. shall be held in September each year for the purpose of electing Officers receiving reports and for the transaction of such business as may properly come before the meeting.

Section Three. Special Meetings. Special meetings of the Members may be called by the Board Members or by the Secretary or President at their discretion. Upon written request of ten (10) Members, the President shall call a special meeting to consider a specific subject. No business

other than that specified in the notice of the meeting shall be transacted at any special meeting of the Members.

Section Four. Quorum. The presence in person or by proxy of one-third of the Members shall be necessary to constitute a quorum.

Section Five. Voting. Only Regular Members shall be entitled to vote at any meeting of V.C.L.L.

Section Six. Proxies. Each Member shall be entitled to one vote in person or by proxy. All proxies must be in written form and may be withdrawn at any time.

Section Seven. Rules of Order. Roberts Rules of Order ([www.robertsrules.org](http://www.robertsrules.org)) shall govern the proceedings of all meetings, except where same conflicts with the Constitution or By-Laws of V.C.L.L.

## ARTICLE VII. BOARD MEMBERS

Section One. Board and Number. The management of the property and affairs of V.C.L.L. shall be vested in the Board Members. The number of Officers shall be not less than five (5) or more than fifteen (15). The Officers shall continue in office until their successors shall have been duly elected and qualified.

Section Two. Required Members. The Board membership shall include the officers as defined in the Local Operating Policy.

Section Three. Annual Election and Term of Office. At each annual meeting, the Members shall determine the number of officers to be elected for the ensuing year and shall elect such number of Officers. The number so fixed may, within the limits prescribed by the foregoing Section one, be increased at any regular or special meeting of the Members, and if the number is increased, the additional Officers may be elected at the meeting at which the increase is voted, or at any subsequent meeting. All elections of Officers shall be by majority vote of all Members present or represented by proxy at the time of the meeting.

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

Section Five. Notice of Meeting. Notice of each meeting to each Officer either by mail at least three (3) days before the time appointed to the last recorded address of each Officer, or by telephone or otherwise electronically delivered or personal notice twenty-four hours preceding the meeting.

Section Six. Regular Meetings. Regular meetings of the Board Members shall be held immediately following the annual election and on such days thereafter as shall be determined by the Board.

Section Seven. Special Meetings. The President or the Secretary may, whenever any of them deems it advisable, and the Secretary shall, at the request in writing of five (5) Officers, issue a call for a special meeting of the Board. In the case of special meetings, meeting notice shall include the purpose of the meeting and no matters not so stated may be acted upon at the meeting.

Section Eight. Quorum. The presence in person of Five (5) members of the Board Members shall constitute a quorum for the transaction of business.

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

The Board shall have the power by a two-thirds vote of those present at any regular or special meeting to discipline, suspend or remove any officer or Committee Member of the Local League in accordance with the procedure set forth in Article V, Section 4 (a).

The Board shall receive at the annual meeting of the Members of V.C.L.L., a report verified by the President and Treasurer, or by a majority of the Officers, showing the whole amount of real and personal property owned by it, where located, and where and how invested, the amount and nature of the property acquired during the year immediately preceding, the date of the report and the manner of the acquisition; the amount applied, appropriated or expended during the year immediately preceding such date, and the purposes, objects or persons to or for which such applications, appropriations or expenditures have been made; and the names and places of residence of the persons who have been admitted to membership in V.C.L.L. during such year, which report shall be filed with the records of V.C.L.L. and an abstract thereof entered in the minutes of the proceedings of the annual meeting.

A copy of such report shall be forwarded to Little League Headquarters.

#### ARTICLE VIII. EXECUTIVE COMMITTEE (OPTIONAL)

Section One. The Board Members may appoint an Executive Committee which shall consist of not less than three (3) nor more than eight (8) Members, one of whom shall be the President of the Local League.

Section Two. The Executive Committee shall advise with and assist the Officers 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 to it by the Board.

Section Three. 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 One. Nominating Committee. The Board Members may appoint a Nominating Committee consisting of three (3) Board Members, 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 Members.

The Committee shall also submit for consideration by the Board Members a slate of Officers and Committee Members.

Section Two. Membership Committee. The Board Members may appoint a Membership Committee consisting of three (3) Board Members, 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 or any special meeting of the Members or of the Board Members as the case may be.

Section Three. Finance Committee. The Board Members may appoint a Finance Committee consisting of not less than three (3) or more than five (5) Board Members.

The Treasurer shall be an ex-officio member of the Committee.

The Committee shall investigate ways and means of financing V.C.L.L. including team sponsorships and submit recommendations.

It shall be responsible for taking up collections at games, if such collections are authorized by V.C.L.L. and shall turn over all collections to the Treasurer immediately after each game.

Section Four. Building and Property Committee. (May be combined with Grounds Committee).

The Board Members may appoint a Building and Property Committee consisting of three (3) Board Members, and other appointed regular members.

The Committee shall investigate and recommend available suitable sites and plans for development, including ways and means, the latter in cooperation with the Finance Committee.

It shall be responsible for repair and improvement recommendations, other than normal maintenance and supervise the performance of approved projects.

Section Five. Grounds Committee. (May be combined with Building and Property Committee).

The Board Members may appoint a Ground Committee which shall be responsible for the care and maintenance of the playing field(s), buildings and grounds. It shall operate within the amount appropriated in the approved budget for that purpose.

Section Six. Playing Equipment Committee. The Board Members may appoint a Playing Equipment Committee which shall secure bids on needed supplies and equipment and make recommendations for their purchase to the Board.

The Committee shall be responsible for the proper issuance of such supplies and equipment and for the repair, cleaning and storage thereof at the close of the season.

Section Seven. Managers Committee. The Board Members may appoint a Managers Committee consisting of three (3) Board Members.

The Committee shall interview and investigate prospective managers and coaches, including those for the Minor League and farm teams, and recommend acceptable candidates to the President, for approval by the Board Members.

It shall, during the playing season, observe the conduct of the managers and coaches and report its findings to the President of V.C.L.L.

It shall, at the request of the President of Board Members, investigate complaints concerning managers and coaches and make a report thereof to the President or Board Members as the case may be.

Section Eight. Umpire Committee. The Board Members may appoint an Umpire Committee consisting of three (3) Board Members, and other appointed Regular Members.

The V.C.L.L. President shall be chairman of any such Committee.

The Committee shall recruit and recommend to the Board for appointment a staff of umpires, including a UIC (Umpire in Charge) and replacements.

When appointed, the staff of umpires shall be under the personal direction and responsibility of V.C.L.L. President, assisted by the UIC who shall train, observe and schedule the staff.

Section Nine. District Committee. The Board Members may appoint a District Committee consisting of V.C.L.L. President as chairman and two (2) Board Members.

The Committee shall assist the District Administrator in interleague district functions including the selection of members of the District Administrator's Advisory Committee and the selection of tournament sites and area tournament Board Members.

Section Ten. Auxiliary Committee. The Board Members may appoint an Auxiliary Committee consisting of V.C.L.L. Treasurer and two (2) Board Members, and other appointed Regular Members.

The Committee shall coordinate the activities of the Auxiliary.

It shall review and evaluate auxiliary projects for raising money and disposition of profits, and make recommendations to the Board.

The Board Members shall approve in advance all projects and actions of the Auxiliary by way of majority vote.

Section Eleven. Auditing Committee. The Board Members may appoint an Auditing Committee consisting of three (3) Board Members. The President, Treasurer or signatories of checks are not eligible.

The Committee will review V.C.L.L.'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 Members, secure the services of a Certified Public Accountant to accomplish such review.

Section Twelve. Minor League Committee. The Board Members may appoint a Minor League Committee consisting of three (3) Board Members.

The Chairman of the Committee shall be the Minor League Vice-President and be responsible to the Local League President for the proper conduct of the Minor League operation.

Section Thirteen. Protest Committee. The Board Members may appoint a Protest Committee composed of the president, player agent, league umpire in chief and one or more other officers or directors who are not managers or umpires. This committee is totally responsible for solving protests of regular season games at the local Little League.

The president of the local Little League may consult the District Administrator or Regional Headquarters for interpretation of a rule or regulation as it applies to the protest, but not for a ruling on the protest. The ruling by the local Little League Protest Committee is final.

#### ARTICLE X. OFFICERS, DUTIES AND POWERS

Section One. Election. Immediately following the annual meeting, the Officers present, provided there be a quorum, shall meet for the purpose of electing officers and appointing committees for the ensuing year.

Section Two. Officers. The Officers of V.C.L.L. shall consist of a President, one or more Vice Presidents, a Secretary, a Treasurer, and a Player Agent or Agents, all of whom shall hold office for the ensuing year or until their successors are duly elected. (Little League Regulation (b)). The Board Members may appoint such other Officers or agents as it may deem necessary or desirable, and may prescribe the powers and duties of each and may fill any vacancy which may occur in any office.

Section Three. President. The President shall:

- (a) Conduct the affairs of V.C.L.L. and execute the policies established by the Board Members.
- (b) Present a report of the condition of V.C.L.L. at the annual meeting.
- (c) Communicate to the Board Members, such matters as deem appropriate, and make such suggestions as may tend to promote the welfare of V.C.L.L.
- (d) Be responsible for the conduct of V.C.L.L. in strict conformity to the policies, principles, rules and regulations of Little League Baseball, Inc., as agreed to under the conditions of charter issued V.C.L.L. by that organization.
- (e) Designate in writing, other officers if necessary, to have power to make and execute for/and in the name of V.C.L.L. such contracts and leases as may have received any prior approval of the Board.

- (f) Investigate complaints, irregularities and conditions detrimental to V.C.L.L. and report thereon to the Board as circumstances warrant.
- (g) Review an annual budget, prepared by the Treasurer. After approval by the Board Members, be responsible for the proper execution thereof.
- (h) With the assistance of the Player Agent, examine the application and support proof-of-age documents of every player candidate and certify to residence and age eligibility before the player may be accepted for tryouts and selection or incorporated into an age division that does not require the tryout or selection process.
- (i) A president may manage, coach or umpire, provided he/she does not serve on the protest committee, nor serve as tournament team manager or coach.

Section Four. Vice President. In case of the absence or disability of the President, and provided he is authorized by the President or Board so to act, the Vice-President shall perform the duties of the President, and when so acting, shall have all the powers of that office, and shall have such other duties as from time to time may be assigned by the Board Members or by the President. A vice president may manage, coach or umpire, provided they do not serve on the protest committee.

Section Five. Secretary. The Secretary shall:

- (a) Be responsible for recording the activities of V.C.L.L. 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 Members.
- (c) Maintain a list of all Regular, Sustaining and Honorary Members, Board Members and committee members and give notice of all meetings of V.C.L.L., the Board Members and Committees.
- (d) Keep the minutes of the meetings of the Members, the Board Members, 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, Officers and Committee Members of their election or appointment.

Section Six. Treasurer. The Treasurer shall:

- (a) Perform such duties as are herein specifically set forth and such duties as are customarily incident to the Office of Treasurer or may be assigned by the Board Members.
- (b) Receive all monies and securities, and deposit same in a depository approved by the Board Members.

- (c) Keep records for the receipt and disbursement of all monies and securities of V.C.L.L., including the Auxiliary, approve all payments from allotted funds and draw checks therefor.
- (d) Prepare an annual budget, under the direction of the President, for submission to the Board Members at the annual meeting.
- (e) Prepare an annual financial report, under the direction of the President, for submission to the Board Members at the Annual Meeting.

Section Seven. Player Agent. The Player Agent shall:

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

Section Eight. Safety Officer- Coordinates all safety activities including supervision of ASAP(A Safety Awareness Program, ensures safety in player training, ensures safe playing conditions, coordinates reporting and prevention of injuries, solicits suggestions for making conditions safer, and reports suggestions to Little League International through the ASAP system.

Section Nine. Little League Information Officer shall manage the league's official home page on active.com, manages the online registration process and ensures that league rosters are maintained on the site, assigns administrative rights to league volunteers and teams, ensures that league news and scores are updated on a regular basis, collects, posts and distributes important information on League activities including direct dissemination of fund raising and sponsor activities to Little League International, district, public, league members and media, serves as primary contact person for Little League and active.com regarding optimizing use of the internet for league administration and for distributing information to league members and to Little League International, and displays enthusiasm for using the internet for league administration, for sharing information and for creating a more enjoyable and efficient Little League experience.

Section Ten. Umpire In Charge shall provide training, schedule umpires, and be a member of protest committee.

Section Eleven. Concession Manager shall maintain the operation of concession facilities, organizes purchases of concession products. Is responsible for the management of the concession sales at League events. Schedules volunteers to work the concession booth during League events. Collects and reviews concession related offers including coupons, discounts and bulk-purchasing opportunities. Organizes, tallies and keeps records of concession sales and purchases.

## ARTICLE XI. MANAGERS, COACHES AND UMPIRES

Section One. Team Managers and Coaches shall be appointed annually by the President, with the approval of the Board Members, and shall be responsible for the selection of their teams and for their actions on the field. (Little League Regulation I (b)).

Section Two. Umpires shall be appointed annually by the President, with the approval of the Board Members, who shall be responsible for their assignments and for their actions on the field. (Little League Regulation I (b)).

## ARTICLE XII. FINANCIAL AND ACCOUNTING

Section One. The Board Members shall decide all matters pertaining to the finances of V.C.L.L. and it shall place all income including Auxiliary funds, 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 Two. The Board shall not permit the contribution of funds or property to individual teams but shall solicit some for the common treasurer of V.C.L.L., thereby to discourage favoritism among teams and to endeavor to equalize the benefits of V.C.L.L. Violation of this section will be subject to review by Board Members and possible suspension may occur.

Section Three. 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 V.C.L.L. treasury.

Section Four. The Board shall not permit the disbursement of V.C.L.L. funds for other than the conduct of Little League activities in accordance with the rules and policies of Little League Baseball, Inc.

Section Five. No Officer or Member of V.C.L.L. shall receive, directly or indirectly any salary, compensation or emolument from V.C.L.L. for services rendered as Officer or Member.

Section Six. All monies received, including Auxiliary Funds, shall be deposited to the credit of V.C.L.L. in the California Bank and Trust, and all disbursements shall be made by check. All checks shall be signed by V.C.L.L. Treasurer and such other officer or officers or person or persons as the Board Members shall determine.

Section Seven. Any monies disbursed outside of the approved annual budget over \$500.00 must be approved by the Board Members.