

OXFORD LITTLE LEAGUE CONSTITUTION AND BY-LAWS

ARTICLE I - NAME

This organization shall be known as the Oxford Little League, hereinafter referred to as "Local League".

ARTICLE II - OBJECTIVE

SECTION 1

The objective of the Oxford Little 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 Oxford Little 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 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 Oxford Little League shall operate exclusively as a non-profit educational organization providing a supervised program of competitive baseball and softball games. No part of the net earnings shall insure 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 - MEMBERSHIP

SECTION 1

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

SECTION 2

Classes. There shall be the following classes of Members:

- (a) **Player Members.** Any player candidate meeting the requirements of Little League Regulations IV and who resides within the authorized boundaries of Local League shall be eligible to compete for participation but shall have no rights, duties or obligations in the management or in the property of the Local League

Regular Members. Any person actively interested in furthering the objective of the Local League 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.

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

- (b) Honorary Members (Optional). Any person may be elected as Honorary Member by the unanimous vote of all Directors present at any duly held meeting of the Board of Directors but shall have no rights, duties or obligations in the management or in the property of the Local League.
- (c) 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 of Directors become a Sustaining Member, but such a person shall have no rights, duties or obligations in the management or the property of the Local League.
- (d) As used hereinafter, the word "member" shall mean a Regular Member unless otherwise stated.

Section 3

Other Affiliations.

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

Section 4

Suspension or Termination. Membership may be terminated by resignation or action of the Board of Directors.

- (a) The Board of Directors, 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 of any class when the conduct of such person is considered detrimental to the best interests of the Local League and/or Little League Baseball.
The Member involved shall be notified of such meeting, informed of the general nature of the charges and given an opportunity to appear at the meeting to answer such charges.
- (b) The Board of Directors shall, in case of a 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 a duly appointed committee of the Board of Directors, which shall have full power to suspend or revoke such player's right to future participation.

ARTICLE IV - MEETINGS

SECTION 1

Annual Meeting. The Annual meeting of the Members of the Local League shall be held on the first Monday in October each year for the purpose of electing a Board of Directors and Members, receiving reports and for the transaction of such business as may properly come before the meeting. After the Board of Directors is elected the board shall meet to elect the officers.

Nominating committee will submit a ballot for electing the Board of Directors. The positions on the Board of Directors may include, but not limited to: President, Vice-President, Secretary, Treasurer, Information Officer, Player Agent, Umpire-in-Chief, Safety Officer, Concession Manager, Equipment Manager, Senior League Coordinator, Major League Coordinator, AAA Coordinator, Minor League Coordinator and Tee-Ball Coordinator.

SECTION 2

Notice of Meeting. Notice of each meeting of the members shall be mailed or placed on on Cable TV 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 3

Special Meetings. Special 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) 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 4

Quorum. The presence in person or representation by absentee ballot of one-third($\frac{1}{3}$) of the members, or a number or percentage acceptable to the local league regular membership in advance of the annual meeting, shall be necessary to constitute a quorum.

SECTION 5

Voting. Only elected Board Members shall be entitled to vote in any meeting of the Local League.

SECTION 6

Absentee Ballot. For the expressed purpose of accommodation of a regular member in good standing who cannot be in attendance at the annual meeting, 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 annual meeting and the election of members to the Board of Directors. The Secretary shall present all absentee ballots to the Election Chairman on the date of the annual meeting prior to the conduct of the election process.

SECTION 7

Rules of Order. Roberts Rules of order shall govern the proceedings of all meetings, except where same conflicts with the Constitution or By-Laws of the Local League.

ARTICLE V - BOARD OF DIRECTORS

SECTION 1

Board and Number. The management of the property and affairs of the Local League shall be vested in the Board of Directors. The number of Directors shall not be less than five (5) and no more than twenty(20). The Directors shall upon election immediately enter upon the performance of their duties and shall continue in office until their successors shall have been duly elected and qualified.

SECTION 2

Required Members. The Board membership shall include the Officers, including the Player Agent, and a minimum of one manager and one volunteer umpire. (Only volunteer umpires may be elected to the Board.) The number of managers including minor league representation elected to the Board shall not exceed a minority of the total board members.

SECTION 3

Annual Election and Term of Office. At each annual meeting, the Board of Directors shall determine the number of Directors to be elected for the ensuing year and shall elect such number of Directors. The number so fixed may, within the limits prescribed by the foregoing Section 1, be increased at any regular or special meeting of the Members, and if the number is increased, the additional Directors may be elected at the meeting at which the increase is voted for at any subsequent meeting. All elections of Directors shall be by majority vote of all members present or represented by a properly executed and signed absentee ballot filed with the Secretary prior to the election meeting.

SECTION 4

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 meeting or at any special meeting call for that purpose.

SECTION 5

Meetings, Notice and Quorum. 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. 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 meeting of the Board. Notice of each meeting shall be given by the Secretary to each Director either by mail at least three (3) days before the time appointed for the meeting to the last recorded address of each Director, or by telephone or telegraphic or personal notice twenty-four (24) hours preceding the meeting.

In the case of a special meeting, such notice shall include the purpose of the meeting and no matters not stated may be acted upon at the meeting.

Five (5) members of the Board of Directors shall constitute a quorum for the transaction of business.

Any Board member absent from any three(3) regular scheduled Board meetings without just cause may be considered for removal by the Board of Directors.

SECTION 6

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 Local League as it may deem proper.

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 Director or Officer or Committee Member of the Local League in accordance with the procedure set forth in Article III, Section 4(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 the whole amount of real and personal property owned by the Local League, 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 person 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 the Local League during such year, which report shall be filed with the records of the Local League and an abstract thereof entered in the minutes of the proceedings of the annual meeting.

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

ARTICLE VI - EXECUTIVE COMMITTEE (OPTIONAL)

SECTION 1

The board of directors may appoint an executive committee which shall consist of not less than three (3) no more than five (5) directors, one of whom shall be the President of the Local League.

SECTION 2

The Executive Committee shall advise with and assist the Officer of the Local League in all matters concerning its interests and the management of its affairs, and shall have such other powers as may be delegated to it by the Board.

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 VII - OTHER COMMITTEES

SECTION 1

Nominating Committees. 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.

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 of 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) and no 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 Local League and shall turn over said collections to the Treasurer immediately -after each game.

SECTION 4

Building and Property Committee. (May be combined with Grounds Committee) The Board of Directors may appoint a Building and Property Committee consisting of three(3) Directors 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 5

Grounds Committee. (May be combined with the Building and Property Committee) The Board of Directors may appoint a Grounds Committee which shall be responsible for the care of maintenance of the playing field(s), buildings and grounds. It shall operate within the amount appropriated in the approved budget for that purpose.

Section 6

Playing Equipment Committee. The Board of Directors 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 7

Managers Committee. The Board of Directors may appoint a Manger Committee consisting of three (3) Directors.

The committee shall interview and investigate prospective managers and coaches, including those for the Minor League teams and recommend acceptable candidates to the President, for appointment and subsequent approval by the Board of Directors.

It shall, during the playing season, observe the conduct of the managers and coaches and report its findings to the President of the Local League.

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

Section 8

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

The Local League President shall be chairman of any such Committee.

The Committee shall recruit, interview and recommend to the President 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 Local League President, assisted by the Chief Umpire who shall train, observe and schedule the staff.

Section 9

District Committee. The Board of Directors may appoint a District Committee consisting of the Local League President as chairman and two (2) other Directors.

The Committee shall assist the District Administrator in inter-league district functions including the selection of members of the District Administrator's Advisory Committee and the selection of tournament sites and area tournament directors.

Section 10

Auxiliary Committee. The Board of Directors may appoint an Auxiliary Committee consisting of the Local League Treasurer and two (2) other Directors 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 of Directors shall approve in advance all projects and actions of the Auxiliary.

Section 11

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

The Committee will review the Local 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 12

Minor League Committee. The Board of Directors may appoint a Minor League Committee consisting of three (3) Directors.

The Chairman of the Committee shall be the Minor League Coordinator and be responsible to the Local League PRresident for the proper conduct of the Minor League operation.

ARTICLE VIII -- OFFICERS, DUTIES AND POWERS

Section 1

Officers. The Officers of the Local League 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 the office for the ensuing year or until their successors are duly elected.
Regulations 1(b).

The Board of Directors may appoint such other Officers or agents as it may deemed necessary, or desirable, and may prescribe the powers and duties of each and may fill any vacancy which may occur in an office. Appointed Officers or agents shall have no vote on actions taken by the Board of Directors unless such individuals have been elected to the Board by the membership or have been elected to fill a vacancy on the Board.

Section 2

President. The President shall:

- (a) Conduct the affairs of the Local League and execute the policies established by the Board of Directors.
- (b) Present a report of the condition of the Local League at the annual meeting.
- (c) Communicate to the Board of Directors, such matters as deemed appropriate, and make such suggestions as may tend to promote the welfare of the Local League.
- (d) Be responsible for the conduct of the Local League in strict conformity to the policies, principles, Rules and Regulations of Little League Baseball, Incorporated as agreed to under the onciditions of charter issued by the Local League by that organization.
- (e) Designate in writing, other officers if necessary, to have power to make and execute for/and in the name of the Local League such contracts and leases they may receive and which have the prior approval of the Board.
- (f) Investigate complaints, irregularities and conditions detrimental to the Local League and report theron to the Board of Executive Committee as circumstances warrant.
- (g) Prepare and submit an annual budget to the Board of Directors and be responsible for proper executive thereof.
- (h) With the assistance of the Player Agent, examine the application and support proof of age documents and every player candidate and certify residence and age eligibility before the player may be accepted for tryouts and selection.
- (i) Has authority to authorize expenditures up to \$500.00. Excess of \$500.00 must be approved by the Board of Directors.

Section 3

Vice-President. In case of the absence or disability of the President and provided he/she 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 of Directors by the President.

Section 4

Secretary. The Secretary shall:

- (a) Be responsible for recording the activities of the Local League and maintain approximate 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 the list of all REgular, Sustaining and Honorary Members, Directors and committee members and give notice of all meetings of the Local League, the Board of Directors and committees.
- (d) Shall issue membership cards to Regular mMembers.
- (e) Keep the minutes of the meetings of the Members, the Board of Directors and the Executive Committee and the cause them to be recorded in a book kept for that purpose.
- (f) 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.
- (g) Notify Directors, Officers and committee members of their election or appointment.

Section 5

Treasurer. The Treasurer shall:

- (a) Perform such duties as are herein specifically set forth and such other duties as are customarily incident of the Office of Treasurer or may be assigned by the Board of Directors.
- (b) Receive all monies and securities, and deposit the 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 Local League, including the Auxiliary, approve all payments from allotted funds and draw checks therefore in agreement with policies established in advance of such action by the Board of Director. All disbursements by check must be signed by the Treasurer or the President.
- (d) Prepare an annual budget; under the direction of the President submission to the Board of Directors at the annual meeting.
- (e) Prepare an annual financial report, under the direction of the President ~ for the submission to the Board of Directors at the annual meeting.

Section 6

Player Agent. The Player Agent shall:

- (a) Record all player transactions and maintain an accurate and up-to-date record thereof.
- (b) Receive and review applications for player candidates and assist the President in 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 submissions 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.

ARTICLE IX -- MANAGERS, COACHES AND UMPIRES

Section 1

Managers and Coaches must apply to the Board of Directors. The Board of Directors will approve all Managers and Coaches. Managers shall select their Coaches and be responsible for their action on the field.

Section 2

Umpires shall be appointed annually by the Umpire-in-Chief with the approval of the Board of Directors. Umpire-in-Chief shall be responsible for their assignments and for their actions on the field.

Section 3

While holding such office, the President should not umpire.

ARTICLE X -- PLAYERS

Section 1

All nine year olds are excluded from playing in the Major League Division

Section 2

Major League Substitution Policy: All players must play a minimum of 6 consecutive defensive outs, with an additional 3 consecutive defensive outs at another point during the game. Substitutions are made at the top of the 3rd inning. A starter may re-enter the game once after sitting out one(1) complete inning for another starter. This would be allowed in the top of the 4th inning thereafter. If the game goes extra inning Free substitutions are allowed.

Triple A / Minor league substitution policy: Minor League /AAA shall use free substitution. Defensive players may be substituted at the start of any inning. Each player must play a minimum of nine defensive outs. Except for injuries, players are not allowed to remain on the bench in consecutive innings.

PENALTY: The player(s) involved shall start the next scheduled game, play any previous requirements not completed from the previous game and the requirements for the present game before being removed.

The Manager shall for the:

- A. First offense - Receive written warning
- B. Second offense - A suspension from the next scheduled game.
- C. Third offense - A suspension for remainder of the season

Note: if violation is determined to be intentional, a more severe penalty may be assessed by the Board of Directors. However, forfeiture of a game may not be invoked.

Note: Section 2 excludes Junior/Senior League Divisions, which will follow Little League Regulations and District 5 rules.

ARTICLE XI -- PLAYER DRAFT

Section 1

Draft Plan A from Little League Baseball will be used with following changes:

- (a) Eligible player league ages are ten(10), eleven (11) and twelve (12).

Section 2

Final standings at the end of the regular season will determine next year's drafting order. The last place teams gets the first choice in every round of the draft, the next to last teams gets the second selection in every round and the remaining teams select in the reverse order of standings

Note: IN case of ties, teams will draw for draft order. (Example, if three (3) teams tie for third place the will draw for the third, fourth and fifth draft positions)

ARTICLE XII -- SELECTION OF TOURNAMENT TEAMS

Section 1

Major, Junior and Senior League.

- (a) Player Agent shall submit a list of all eligible candidates for each team at a meeting of the Board of Directors.
- (b) Players vote on the team they are eligible to play on. Top twelve (12) players will receive the equivalent of one(1) coaches vote.
- (c) Managers, two (2) Official Coaches and scorekeeper will vote. Each of their top twelve (12) players will receive one(1) vote.
 - (i) Note: Minimum of two-thirds ($\frac{2}{3}$) ballots fro Manager and Coaches required
- (d) Votes to be counted by the President and Vice-President.
- (e) In case of ties, team Manager breaks the ties
- (f) Tournament teams must have minimum twelve (12) player roster
- (g) Top ten (10 vote getters are assigned to the team. Manager shall select two (2) - four(4) additional players.

Section 2

AAA/Minor League.

- (a) Each team Manager submits names of candidates from their team to the Player Agent. Player Agent shall submit a list of all candidates for each team at a meeting of the Board of Directors.
- (b) Managers, two (2) Official Coaches and scorekeeper will vote. Each of their twop twelve (12) players will receive one (1) vote. Manager to make final two selections
 - (i) Note: A two-thirds ($\frac{2}{3}$) minimum number of ballots required from Managers and Coaches
- (c) Votes to be counted by the President and Vice-President.
- (d) In case of ties, team Manager breaks the ties
- (e) Tournament teams must have minimum twelve (12) player roster
- (f) Top ten (10 vote getters are assigned to the team. Manager shall select two (2) - four(4) additional players.

ARTICLE XIII -- AFFILIATION

Section 1

Charter. The Local League shall annually apply for a charter from Little League Baseball, Incorporated, and shall do all things necessary to obtain and maintain such charter.

The Local League shall devote its entire energies to the activities authorized by such charter and it shall not be affiliated with any other program or organization or operate any other program.

Section 2

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

Section 3

Local League Rules. The local rules of the Local 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.

ARTICLE XIV -- FINANCIAL AND ACCOUNTING

Section 1

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

Section 2

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

Section 3

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

Section 4

The Board shall not permit the disbursement of Local League funds for other than the conduct of Little League activities in accordance with the rules and policies of Little league Baseball, Incorporated.

Section 5

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

Section 6

All monies received, including Auxiliary Funds, shall be deposited to the credit of the Local League in the Webster Five Cents Savings Bank and all disbursement shall be made check. All checks shall be signed by the Local League Treasurer and such other officer or officers or person or persons as the Board of Directors shall determine.

Section 7

The fiscal year of Local League shall begin on the first day of October and shall end on the last day of September.

Section 8

Distribution of Proper up Dissolution. Upon dissolution of the Local League and after all outstanding debts and claims have been satisfied, the Members shall direct the remaining property of the Local League to another Federally Incorporated entity which maintains the same objectives as set forth or may be entitled to exemption under Section 501(c)(3) of the Internal Revenue Code or any future corresponding provision.

ARTICLE XV -- AMENDMENTS

This Constitution and By-Laws 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 included in the notice of such meeting.

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

Interpretation of By-Laws will be by majority vote of the Board of Directors at any Board of Directors meeting.

Revised 12/05/95

Revised 3/02 by SJH

Revised 3/10 by SJH

Revised 3/11 by TJS

