

# **Medford Little League Incorporated League Constitution**



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**Prepared by:**  
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**Medford Little League Baseball Inc.**  
**P.O. Box 381, Medford, MA 02155**

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## **MEDFORD LITTLE LEAGUE INCORPORATED LEAGUE CONSTITUTION**

### **ARTICLE I – NAME**

This organization shall be known as Medford Little League, hereinafter referred to as “MLL”.

### **ARTICLE II – OBJECTIVE**

- Section 1** The objective of MLL, 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 MLL 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.
- Section 3** In accordance with section 501-(C)-(3) of the Federal Internal Revenue Code, MLL shall operate exclusively as a non-profit educational organization providing a supervised program of competitive baseball games. No part of the net earning 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 – MEMBERSHIP**

- Section 1** **Eligibility:** Any person sincerely interested in active participation to further the objective of MLL may apply to become a member.
- Section 2** **Classes of Membership:** There shall be the following classes of members.
- (a) **Player Members:** Any player candidate meeting the requirement of Little League Regulation IV shall be eligible to compete for participation. Player Members shall have no rights, duties or obligations in the management or in the property of MLL.
  - (b) **Regular Members:** Any person actively interested in furthering the objectives of MLL may become a Regular Member upon election and payment of dues as hereinafter provided. Regular members shall be issued a card numbered in sequential



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order annually. The secretary shall maintain the roll of membership to qualify voting members. Only regular members in good standing are eligible to vote at general membership meetings. To meet the requirements of “good standing” a member must attend a minimum (2) general/open meetings during the season and pay their dues.

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 MLL automatically include all current Managers, Coaches, Volunteer Umpires, Board Members, Officers of the Board, and any person who is recognized by the Board as a volunteer in MLL, including those volunteers with the following titles listed: Team Parent, Field Maintenance, Concession Stand.*

- (c) **Honorary Members:** Any person may be elected as Honorary Member by the unanimous vote of all Directors present at any duly held meeting of the Board of Directors but shall have no rights, duties or obligations in the management or in the property of MLL.
- (d) **Sustaining Members:** Any person not a Regular Member, who makes financial or other contribution to the MLL, may by a majority vote of the Board of Directors become a Sustaining Member, but such person shall have no rights, duties or obligations in the management or in the property of MLL.
- (e) 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 MLL.
- (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 Board meeting, shall have the authority to discipline, 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 MLL and/or Little League Baseball Incorporated. The member involved shall be notified of such



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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 for which the player is a Player 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**

- Section 1** Dues for Regular Members may be fixed at such amounts as the Board of Directors shall determine for a particular fiscal year.
- Section 2** Members who fail to pay their fixed dues within seven (7) days of application to become a member may, by majority vote of the Board present at a Board meeting, be dropped from the rolls and shall forfeit all rights and privileges of membership.

## **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, notice may be given in such form as may be authorized by the Members, from time to time, at regularly convened General Membership Meeting.
- Section 3** **Quorum:** At any General Membership Meeting, the presence in person or representation by absentee ballot of one third (33.3 percent) of the 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 in good standing shall be entitled to make motions and vote at any General Membership Meetings. However, the Board of Directors may invite, admit, and recognize guests for presentations or comments during General Membership Meetings.



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- 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 Chairman (appointed at the meeting) on the date of the meeting, prior to the voting portion of the election process.
- Section 6 Annual Meeting of the Members:** The Annual Meeting of the Members of Medford Little League shall be held no later than the last Sunday of September each year for the purpose of electing new Members, electing the Board of Directors, receiving reports, reviewing the Constitution, appointing committees, and for the transaction of such business as may properly come before the meeting.
- (a) The Membership shall receive at the Annual Meeting of the Members of MLL a report, verified by the President and Treasurer, or by a majority of the Directors, showing:
    - (1) The condition of Medford Little League, to be presented by the President or his/her designate;
    - (2) A general summary of funds received and expended by MLL for the previous year, the amount of funds currently in possession of MLL, and the name of the financial institution in which such funds are maintained;
    - (3) The whole amount of real and personal property owned by MLL, 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 MLL during such year. This report shall be filed with the records of MLL 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).





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- (c) After the Board of Directors is elected, the Board shall meet to elect the officers. After the election, the Board of Directors shall assume the performance of its duties on October 1<sup>st</sup>. 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, a Safety Officer, and a Coaching Coordinator.

**Section 7      Special General Membership Meeting:** 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 written request of ten (10) Members, the President or Secretary shall call a Special General Membership Meeting to consider the subject specified in the request. No business other than that specified in the notice of the meeting shall be transacted at any Special General Membership Meeting. Such Special General Membership Meeting shall be scheduled to take place not less than 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 proceedings of all General Membership Meetings, except where same conflicts with this Constitution of Medford Little League.

## **ARTICLE VI – BOARD OF DIRECTORS**

**Section 1      Authority:** The management of the property and affairs of Medford Little 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 Meetings or Special Meeting of the 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. Beginning with the 2013 season, equal representation from the three former league boundaries shall be instilled in the league for a minimum of three years.

**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.



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**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 ten (10) 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 seven (7) days before the time appointed for the meeting to the last recorded address of each Director.
- (c) One Half (1/2) 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 Medford Little Leagues 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 MLL 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 MLL.

**Section 7 All board meetings and votes should be noticed,** when a vote of the Board is sought for:

- 1) any proposed expenditure of \$250, or more, that is:
  - a) a non-budgeted operating expense,
  - b) a deviation from a budgeted line item, or
  - c) a proposed capital expenditure
- 2) or a proposed bylaw amendment



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the proposal must be:

- i) provided to the Board not less than 48 hours before the proposed vote, and
- ii) in writing, with reasonable detail and particularity.

Where a proposal, such as a proposed expenditure, requires, or is likely to require, work done by a contractor, the work to be done must be in writing that, if approved by the Board, is binding upon the contractor. Similarly, any proposed external source(s) of funding must be identified with particularity, in writing, and, where possible, binding on the promising party. All original proposals (e.g. as noticed), as well as any approved proposal, are part of the minutes of the Board.

## **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 MLL and execute the policies established by the Board of Directors.
- (b) Present a report of the condition of MLL 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 MLL.
- (d) Be responsible for the conduct of MLL in strict conformity to the policies, principles, Rules and Regulations of Little League Baseball Incorporated, as agreed to under the conditions of charter issued to MLL by that organization.
- (e) Designate in writing other officers, if necessary, to have power to make and execute for/and in the name of MLL such contracts and leases they may receive and which have had prior approval of the Board.
- (f) Investigate complaints, irregularities and conditions detrimental to MLL and report thereon to the Board or Executive Committee as circumstances warrant.





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- (g) Prepare and submit an annual budget to the Board of Directors and 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.

**Section 3 Vice President:** The Vice President shall:

- (a) Perform the duties of the President in the absence or disability of the President, provided he or she is authorized by the President or Board so to act.
- (b) Perform such duties as from time to time may be assigned by the Board of Directors or by the President.

**Section 4 Secretary:** The Secretary shall:

- (a) Be responsible for recording the activities of MLL 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, Sustaining, and Honorary Members, Directors and Committee Members and give notice of all meetings of MLL, the Board of Directors and Committees.
- (d) Issue membership cards to Regular Members, if approved by the Board of Directors.
- (e) 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.
- (f) Conduct all correspondence not otherwise specifically delegated in connection with said meeting and shall be responsible for carrying out all orders, votes and resolutions not otherwise committed.
- (g) Notify Members, Directors, Officers and committee members of their election or appointment.

**Section 5 Treasurer:** The Treasurer shall:

- (a) Perform such duties as are herein set forth and such other duties as are customarily incident to the office of Treasurer or may be assigned by the Board of Directors.



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- (b) Receive all moneys 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 moneys and securities of MLL, including the Auxiliary, approve all payments from allotted funds and draw checks therefore in agreement with policies established in advance of such actions by the Board of Directors. All disbursements by check must have dual signatures.
- (d) Prepare an annual budget, under the direction of the President, for submission to the Board of Directors for the Annual Meeting.
- (e) Prepare an annual financial report, under the direction of the President, for submission to the Membership and Board of Directors at the Annual Meeting, and to Little League International.

**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 verifying residence and age eligibility.
- (c) Conduct the tryouts, the player draft and all other player transaction or selection meetings.
- (d) Prepare the Player Agents list.
- (e) Prepare for the President's signature and submission to Little League International, team rosters, including players claimed, and the tournament team eligibility affidavit.
- (f) Notify Little League International of any subsequent player replacements or trades.
- (g) Administer the divisional player pool.

**Section 7      Safety Officer:** The Safety Officer shall:

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



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**NOTE:** In order to implement a safety plan using education, compliance and reporting, the following suggestions may be utilized by the Safety Officer:

- (1) Education – Should facilitate meetings and distribute information among participants including players, managers, coaches, umpires, league officials, parents, guardians and other volunteers.
- (2) Compliance – Should promote safety compliance leadership by increasing awareness of the safety opportunities that arise from these responsibilities.
- (3) Reporting – Define a process to assure that incidents are recorded, information is sent to league/district and national officers, and follow-up information on medical and other data is forwarded as available.

**Section 8 Coaching Coordinator:** The Coaching Coordinator shall:

- (a) Represent coaches/managers in the league.
- (b) Present a coach/manager training budget to the board.
- (c) Gain the support and funds necessary to implement a league-wide training program.
- (d) Order and distribute training materials to players, coaches and managers.
- (e) Coordinate mini-clinics as necessary.
- (f) Serve as the contact person from Little League International

**Section 9 League Information Officer:** The League Information Officer shall:

- (a) Set up and manage the league's official website (site authorized by Little League International)
- (b) Set up online registration and ensure the league rosters are uploaded to Little League.
- (c) Assign online administrative rights to other local volunteers.
- (d) Encourage creation of team web sites to managers, coaches, and parents.
- (e) Ensure that league news and scores are updated online on a regular basis.
- (f) Collect, post, and distribute important information on league activities including direct dissemination of fund-raising and sponsor activities to Little League Baseball, Incorporated, the district, the public, league members, and the media.



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- (g) Serves as primary contact person for Little League and Active Team Sports regarding optimizing use of the internet for league administration and for distributing information to league members and to Little League Baseball Incorporated.

**Section 10 Fundraising Director:** The Fundraising Director shall:

- (a) Solicits and secures local sponsorships to support league operations.
- (b) Collects and reviews sponsorship and fundraising opportunities.
- (c) Organizes and implements approved league fundraising activities.
- (d) Coordinates participation in fundraising activities.
- (e) Maintains records of monies secured through sponsorship and fundraising initiatives.

**Section 11 Concession Stand Manager:** The Concession Stand Manager shall:

- (a) Maintains the operation of concession facilities.
- (b) Organizes the purchase of concession products.
- (c) Responsible for the management of the concession sales at league events.
- (d) Schedules volunteers to work the concession booth during league events.
- (e) Collects and reviews concession related offers including coupons, discounts and bulk-purchasing opportunities.
- (f) Organizes, counts and keeps records of concession sales and purchases.

**Section 12 Equipment Manager:** The Equipment Manager shall:

- (a) Contact equipment vendors to obtain pricing, quotes and bids on equipment and supplies.
- (b) Make a recommendation and present all research to the Board for purchase approval.
- (c) Organize and maintain equipment sheds at all MLL fields.
- (d) Coordinate with managers/coaches for distribution of equipment and manage the return of such equipment at the end of the season

**Section 13 Fields Manager:** The Fields Manager shall:



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- (a) Be responsible for the care and maintenance of all playing fields and grounds.
- (b) Prepare an annual budget and assess cost of field improvements and repairs.
- (c) Serve as primary contact to vendors and contractors used for field improvements and repairs.
- (d) Obtain pricing, quotes and bids on proposed improvements and repairs.
- (e) Recruit members to serve on a Field and Grounds committee, with the intent of maintaining the upkeep of all of the fields and grounds.
- (f) Make a recommendation and present all research to the Board for purchase approval.

**Section 14 Tee Ball Director:** The Tee Ball Director shall:

- (a) Oversee all daily operations of the Tee Ball Division.
- (b) Supervise the conduct of the managers/coaches and serve as the primary contact to the managers/coaches, on behalf of MLL.
- (c) Be responsible for the creation of the team rosters based on parent requests and any other factors found during the registration process.
- (d) Be responsible for recruiting and selecting managers/coaches for nomination of the President and approval of the Board.
- (e) Coordinate with the Division Player Agents for practice times and submit any changes to rosters.
- (f) Provide managers/coaches with the proper training and coordination of training exercises to be taught in the Tee Ball Division.

**Section 15 Umpire Coordinator:** The Umpire Coordinator shall:

- (a) Recruit, interview and recommend a staff of umpires for nomination by the President and approval by the Board.
- (b) Recommend and supervise a training program for approved umpires. Umpires should be trained on all Little League Rules and Regulations and Medford Little League By-Laws.
- (c) Serve as primary contact between MLL and the umpire service, if the Board decides to hire such a service.





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- (d) Investigate any complaints or problems that may occur before, during, or after a game.

## **ARTICLE VIII – EXECUTIVE COMMITTEE**

- Section 1** The Board of Directors may appoint an Executive Committee which shall consist of not less than three (3) nor more than five (5) Directors, one of whom shall be the President of Medford Little League.
- Section 2** The Executive Committee shall advise with and assist the Officers of MLL 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 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



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ways and means of financing MLL including team sponsorships and submit recommendations.

The Committee shall be responsible for taking up collections at games, if such collections are authorized by MLL and shall turn over said collections to the Treasurer immediately after each game.

**Section 4 Field and Ground Committee:** The Board of Directors may appoint a Field and Ground Committee consisting not less than three (3) nor more than five (5) 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 approval projects.

The Committee shall be responsible for the care and maintenance of the playing fields and building and grounds. It shall operate within the amount appropriated in the approved budget for that purpose.

**Section 5 Equipment Committee:** The Board of Directors may appoint an 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 6 Manager's (Coaching) Committee:** The Board of Directors may appoint a Manager's Committee consisting of three (3) Directors.

The Committee shall interview and investigate prospective managers and coaches, including those for the Minor and Farm 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 MLL. 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.

**Section 7 Umpire Committee:** The Board of Directors may appoint an Umpire Committee consisting of three (3) Directors and other appointed Regular Members. The MLL 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 of the MLL President, assisted by the Umpiring Coordinator who shall train, observe and schedule the staff.



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- Section 8**     **District Committee:** The Board of Directors may appoint a District Committee consisting of the MLL President as chairman and two (2) other Directors. 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 directors.
- Section 9**     **Auxiliary Committee:** The Board of Directors may appoint an Auxiliary Committee consisting of the MLL 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 the 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 10**    **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 MLL, 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 11**    **Protest Committee:** The Board of Directors may appoint a Protest Committee consisting of three (3) Directors. They shall have the authority to make judgment calls concerning all protests made. The Committee will examine the rules. No person volunteering as a Manager or Coach may serve on the protest committee.
- Section 12**    **Fundraising Committee:** The Board of Directors may appoint a Fundraising Committee consisting of not less than three (3) nor more than five (5) Directors and other appointed Regular Members. The Committee will be responsible for Soliciting and securing local sponsorships to support league operations. It shall collect and review sponsorship and fundraising opportunities. It shall organize and implement approved league fundraising activities and coordinate participation in fundraising activities. It shall maintain records of monies secured through sponsorship and fundraising initiatives.

## **ARTICLE X – MANAGERS, COACHES AND UMPIRES**

- Section 1**     Team Managers and Coaches shall be appointed annually by the President, and approved by the Board of Directors. Managers shall be responsible for the selection of their team and for their actions and the actions of their players on and off the field. Managers shall be responsible for the maintenance of the team's equipment and shall notify the Equipment Manager of damaged or missing equipment. Managers need to make at least (1) meetings during the season or have a coach represent the team at the Coaches Training Meetings. Managers and Coaches do not



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have tenure. Their service to the league as a Member ends on September 30<sup>th</sup> of each year. They may reapply each season for a Manager or Coaching position.

- Section 2** Umpires shall be appointed annually by the President, with the approval of the Board of Directors, who shall be responsible for their assignments and for their action on the field. Umpires do not have tenure. Their service to the league as a Member ends on September 30<sup>th</sup> of each year. They may reapply each season for an umpiring position.
- Section 3** While holding such office, the Player Agent shall not manage, coach, or umpire during the regular season in the division that they represent. The President shall not serve as manager or coach on tournament team per Little League Regulation.
- Section 4** A Board of Directors elected from the membership, consisting of volunteer personnel, shall govern the League. As a condition of service to the league, all managers, coaches, Board of Directors, members and any other persons, volunteers or hired workers, who provide regular service to the league and/or have repetitive access to, or contact with players or teams, must complete and submit an official “**Little League Volunteer Application**” and a “**Massachusetts State CORI Request Form**” to the local league president. Annual background screening must be completed prior to the applicant assuming his/her duties for the current season. Refusal to annually submit a fully completed “Little League Volunteer Application” and “Massachusetts State CORI Request Form” must result in the immediate dismissal of such an applicant.

## **ARTICLE XI – AFFILIATION**

- Section 1** **Charter:** MLL shall annually apply for a charter from Little League Baseball Incorporated, and shall do all things necessary to obtain and maintain such charter. MLL 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 MLL.
- Section 3** **Local Rules, Ground Rules and/or Bylaws:** The local rules, ground rules and/or bylaws of MLL 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, Regulations and Policies of Little League Baseball Incorporated, nor shall they conflict with this Constitution. The local rules of MLL



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shall expire at the end of each fiscal year, and are not considered part of this Constitution.

## **ARTICLE XII – FINANCIAL AND ACCOUNTING**

- Section 1**     **Authority:** The Board of Directors shall decide all matters pertaining to the financing of MLL and it shall place all income including auxiliary funds, in a common league treasury, directing the expenditure of funds in such manner as will give no individual or team an advantage over those in competition with such individual or team.
- Section 2**     **Contributions:** The Board shall not permit the contribution of funds or property to individual teams but shall solicit funds for the common treasury of MLL, thereby to discourage favoritism among teams and to endeavor to equalize the benefits of MLL.
- Section 3**     **Solicitation:** The Board shall not permit the solicitation of funds in the name of Little League Baseball Incorporated unless all of the funds so raised are placed in the MLL treasury.
- Section 4**     **Disbursement of Funds:** The Board shall not permit the disbursement of MLL funds for other than the conduct of Little League activities in accordance with the rules, regulations and policies of Little League Baseball Incorporated. All disbursements shall be made by check. All checks shall be signed by the MLL Treasurer and 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 MLL shall receive, directly or indirectly any salary or compensation from MLL for services rendered as Director, Officer, or Member.
- Section 6**     **Deposits:** All moneys received, including Auxiliary funds, shall be deposited to the credit of MLL in the League's Bank Account, and all disbursement made by check or ATM must have records kept on file. The MLL Treasurer and other such signatories shall sign all checks. Little League International requires two signatures on all checks.
- Section 7**     **Fiscal Year:** The fiscal year of MLL shall begin on October 1<sup>st</sup> and shall end on September 30<sup>th</sup>.
- Section 8**     **Distribution of Property upon Dissolution:** Upon dissolution of MLL and after all outstanding debts and claims have been satisfied, the Members shall direct the remaining property of MLL to another Federally Incorporated entity which maintains the same objectives as set forth in Article II of this Constitution, which are





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or may be entitled to exemption under Section 501-(c)-(3) of the Internal Revenue Code or any future corresponding provision.

### **ARTICLE XIII – 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 Medford Little League Membership on September 29<sup>th</sup>, 2014.

President's Name (Print): Alysia Rourke

President's Signature: **Alysia T. Rourke** (Date) September 29<sup>th</sup>, 2014

Little League ID # 022-11-211

Federal ID # (if available) \_\_\_\_\_

State ID # (if available) \_\_\_\_\_