

# Warren County Little League Constitution And Bylaws

Revised and Approved On Oct 1, 2018

## **Article I Name:**

This organization shall be known as Warren County Little League, hereinafter referred to as "WCLL".

## **Article II- Objective:**

The objective of WCLL shall be to implant firmly in the children of the community the qualities of good sportsmanship, honesty, courage, and respect for authority. WCLL program is designed to develop superior citizens rather than superior athletes.

To achieve this objective, WCLL will provide a supervised program under the rules and regulations of Little League Baseball Inc. All directors, officers, and members shall bear in mind that athletic ability and outcome of games come secondary to the growth and wellbeing of the future citizens of the community.

## **Article III Membership:**

- (a) **Player Member-** Any child who meets age requirements and who resides within authorized boundaries of WCLL or resides outside of the boundaries and obtains the necessary waiver shall be eligible for participation but shall have no authority, duties, or obligations in the management or property of WCLL.
- (b) **Regular Member-** Any adult actively supporting WCLL through volunteering shall be eligible for this membership. These people are recognized and nominated by board members and must attend a minimum of six (6) **general** meetings between October and September(WCLL league's fiscal year)and must be in good standing with WCLL and payment of the dues as hereinafter provided. Once they have attended the six(6) required meetings they are immediately eligible to vote at general membership meetings for further **board** discussion. The President shall consult with board members, and prepare a list of persons who are eligible for regular membership. This

list shall be submitted to WCLL board members for approval during the annual meeting held in September. 2/3 vote is required for approval. Newly appointed regular members shall be notified of approval by WCLL President after the annual meeting.

- (c) **Board Member**-Any adult who has been in attendance as a regular member for a minimum of seven (7) general meetings between October and September(WCLL fiscal year) shall be eligible for this position. The President shall submit this list to WCLL board members for approval during the annual meeting held in September. Such a list shall be compiled of persons nominated by board members. 2/3 vote is required for approval. Board member positions needing immediate attention shall be filled accordingly during any board meeting or adhoc “special” meeting. Newly appointed board members shall be notified of approval by WCLL President. All board members must give WCLL President permission to submit a criminal background check via Little League website. A board member must hold their position for at least one (1) year before running for a new position. After one (1) year you may run for a three (3) year term in the same position. The only position that can run for President is the Vice President. All board members shall be volunteers. No board members shall be receiving stipends from Little League, towns, or any other organizations for their services.

**Suspension or Termination Of Membership:(2/3 vote required by board members)**

- (a) Player membership, regular membership, board membership maybe terminated by resignation or action of the board members. Board members shall have the authority to suspend or terminate the membership of any class, when the conduct of such persons is considered detrimental to the best interests of WCLL, or Little League Inc. All parties involved will be notified by WCLL President and are the only parties permitted to attend. WCLL members involved shall be notified within 48 hours of such a meeting, and given the opportunity to appear and defend any accusations.
- (b) In the event of player membership suspension future termination of play, the parent or guardian and team manager must be notified within 48 hours of the scheduled board meeting. These parties will be informed of the nature of such charges, and will be the only parties

permitted to attend. During this meeting, these parties will have the opportunity to appear and defend any accusations.

- (c) Any non-player membership may be suspended or revoked for missing three (3) consecutive meetings without a good cause, or for not working actively for WCLL.

**Article IV Meetings: Types of Meetings WCLL President shall govern all meetings.**

- (a) **General Meeting**- Meetings held on once a month and will last for thirty (30) minutes.
- (b) **Board Meetings**- Immediately following general meeting. Board members only are permitted to attend.
- (c) **Special Meetings**- Are called by WCLL President only to discuss a specific matter. 48 hours notice is required for special meetings. Board members only are permitted to attend.
- (d) **Annual Meeting**- The members shall determine the number of directors to be elected for the year.

**Article V Board of Directors:**

President

Vice President

Secretary

Treasurer

Player Agent

Umpire In Chief

Safety Officer

Information Officer

Fundraising Officer

**Article VI Duties And Power Of The Board:**

The Board shall have the power by 2/3 vote of those present at any regular Board or Special Meeting to discipline, suspend or remove any Director or Officer of WCLL in accordance with the procedure set forth in Article III.

**President:**

- (a) Conduct the affairs of WCLL and execute the policies established by the board of directors.
- (b) Present a report of the condition of WCLL 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 WCLL.
- (d) Be responsible for the conduct of WCLL in strict conformity to the policies, principles, rules, and regulations of Little League Inc, as agreed to under the conditions of charter issued to WCLL by that organization.
- (e) Have power to make and execute for and in the name of WCLL such contracts and leases they may receive and which have had prior approval of the board
- (f) Investigate complaints, irregularities and conditions detrimental to WCLL and report thereon to the board or Executive Committee as circumstances warrant.
- (g) Prepare an annual budget with Treasurer, submit the budget to the board of directors and be responsible for the proper execution thereof.
- (h) With the assistance of the player agent, examine the applications 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.
- (i) In the event of a tie on a vote the President's vote will count twice to break the tiebreaker.

**Vice President:**

- (a) Perform the duties of the President in the absence or disability of the President, provided he/she is authorized by the President or board so to act. When so acting ,the Vice President shall have all the powers of that office.
- (b) Perform such duties as from time to time may be assigned by the Board of Directors or by the President.

**Secretary:**

- (a) Be responsible for recording the activities of WCLL and maintain appropriate files, mailing list 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 members and directors and give notice of all meetings of WCLL to Board of Directors.
- (d) Keep the minutes of the meetings of the members and board of directors.

- (e) Notify members, directors and officers of their election/reelections (1 or 3 years).

**Treasurer:**

- (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.
- (b) Receive all monies and securities and deposits same in depository account approved by the Board of Directors. All deposits must be made in five(5) days.
- (c) Keep records for the receipt and disbursement of all monies and securities of WCLL. Approve all payments from allotted funds and draw checks therefore in agreement with polices established in advance of such actions by the Board of Directors.
- (d) Prepare an annual budget, under the direction of the President, for submission to the Board of Directors at the 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 Inc.
- (f) Ensure that the organization files the necessary annual forms required by federal and state authorities to maintain proper tax-exempt status.
- (g) Oversee the ordering of uniforms for WCLL
- (h) Supply a monthly financial status report at each general meeting.
- (i) Will be responsible for adding \$50.00 late fees for late registrations.

**Player Agent:**

- (a) Record all player transactions and maintain accurate and up to date records thereof
- (b) Receive and review applications for players candidates and assist the President in verifying residence and age eligibility.
- (c) Conduct tryouts, the player draft and all other player transactions or selection meetings.
- (d) Prepare for the President's signature and submission to Little League Headquarters, team rosters, including players' claimed, and the tournament team eligibility affidavit.
- (e) Notify Little League Headquarters of any subsequent player replacement or trades.
- (f) Will assist the treasurer in adding late fees of \$50.00 to any late registrations

**Safety Officer:**

- (a) Be responsible to create awareness, through education and information, of the opportunities to provide a safer environment for youngsters and all participants of Little League baseball.
- (b) Develop and implement a plan for increasing safety of activities, equipment and facilities through education, compliance and reporting.
- (c) Should facilitate meetings and distribute information among participants including players, managers, coaches, umpires, league officials, parents, guardians and other volunteers.
- (d) Should promote safety compliance leadership by increasing awareness of the safety opportunities that Arise from these responsibilities.
- (e) Define a process to assure that incidents are recorded, information is sent to league/district and national offices, and follow up information on medical and other data is forwarded as available.

**League Information Officer:**

- (a) Manages the league's official home page on [wcllnj.leagueapps.com](http://wcllnj.leagueapps.com)
- (b) Manage the online registration process and ensures that league rosters are maintained on the site
- (c) Assigns administrative rights in good standing to President, VP, Treasurer, and Player Agent on website.
- (d) Ensure that league news and scores are updated on a regular basis.
- (e) Collect, post and distribute important information on league activities including direct dissemination of fund raising and sponsor activities to Little League Baseball, district, public, league members and media
- (f) Serve as primary contact person for Little League and WCLL regarding optimizing use of the internet for league administration and for distributing information to league members and to Little League Baseball.

**Article VII: Managers & Coaches:**

Anyone interested in managing shall submit the appropriate manager form and volunteer form(each new year) to the Board of Directors via our website.

The President shall present a list of proposed manager and coaches to the Board of Directors.Each manager must be approved by 2/3 of the Board of Directors vote. There is NO SENIORITY when determining managers and coaches.

All managers need to be at least 21 years of age. All coaches need to be at least 18 years of age.

Each manager/coach must abide fully by Warren County Little League Bylaws, in addition to the regulations of Little League Baseball, Inc Williamsport, Pa

If a manager or coach fails to assume all mentioned duties and responsibilities, he/she shall be requested to appear before the Board of Directors to show cause why he/she shouldn't be properly disciplined.

Managers and coaches of each team shall be responsible for equipment and other WCLL property assigned to them for the league year. All WCLL property shall be returned for inventory one week after last game.

Manager and coaches will not demonstrate, nor permit any player to act in a manner, which could possibly cause injury to themselves, or to another player, manager, coach, parent, or spectator. Nor will they permit poor sportsmanship in any fashion, verbal or otherwise. (See Code of Conduct)

### **Article VIII League Divisions and Player Advancement:** Baseball League Divisions

Tee Ball- 4-6 years of age as of August 31st  
Rookies 5-8 years of age as of August 31st  
Minors- 9-10 years of age as of August 31st  
Majors- 11-12 years of age as of August 31st  
Juniors- 13-14 years of age as of August 31st

Each division with the exception of Tee Ball/Rookies shall have a call up list in the event extra players are needed to field a team. The list will consist of a maximum of five players per division. The player agent will handle this list.

### **Player Evaluation**

All players within Rookies and Minors division will be subject to an assessment of basic skills such as throwing, catching, and hitting. Minor league division will also include pitching. Each player receives a score according to skills for each section of the evaluation.

Player Agent and Board of Directors perform evaluations in early March, and Player Agent drafts team rosters using results.

**Player Advancement:**

Any player requesting to advance to the next division who isn't of the division's league age must do so prior to the evaluation. This individual also MUST attend player evaluations scheduled. Player advancement will only occur on an as needed basis to fill open spots on teams.

**Article IX Representation:**

All WCLL board members, parents, members, and players are expected to represent WCLL in a positive and productive manner. Derogatory comments, behaviors, or gestures towards or about WCLL and/or its members will be cause for dismissal from board, membership, or league. Inappropriate postings on any social media outlet will also be cause for dismissal.

Board members, parents, players, or members of WCLL may not portray themselves as representatives of Warren County Little League without approval from the Board of Directors. Distribution of literature and/or surveys on behalf of WCLL is prohibited without the approval of the Board of Directors.

Board of Directors should keep their electronic messaging to a limit due to the fact other members may misinterpret the context.

**Article X Charter:**

WCLL shall annually apply for a charter from Little League Baseball Inc and shall take all necessary steps to obtain and maintain such charter. WCLL shall devote its energies to the activities authorized by such charter and it shall not be affiliated with any other programs or organizations or operate any other programs.

The official playing rules and regulations as published by Little League Baseball Inc, Williamsport, Pa shall be binding on WCLL. Local rules of this league shall be adopted by District 20 Little League in New Jersey. President is responsible for renewing charter every year(October).

**Article XI Finances and Accounting:**

1.)The Board of Directors shall decide all matters pertaining to the finances of WCLL and it shall place all income in a league treasury.

- 2.)The board shall not permit the contribution of funds or property to individual teams, but shall solicit same for the common treasury of WCLL.
- 3.)The board shall not permit the solicitation of funds in the name of Little League Baseball unless all funds so raised are placed in WCLL treasury.
- 4.)The board shall not permit the disbursement of WCLL funds for purposes other than the conduct of Little League activities.
- 5.)No Director, Officer, or member shall receive, directly or indirectly any salary, compensation or emolument from WCLL, towns, or any other organization for services rendered as Director, Officer or member.
- 6.)The President or Vice President will countersign all checks written and signed by the treasurer.
- 7.)The President and Treasurer will have access to \$250 for emergency Little League purchases without board approval.
- 8.)All monies received, shall be deposited to the credit of WCLL in/at PNC Bank Belvidere, NJ
- 9.)The fiscal year of WCLL Shall begin on October 1 and shall end on September 30
- 10.)Upon dissolution of WCLL and after all outstanding debts and claims have been satisfied, the members shall direct the remaining property of WCLL to another federally incorporated entity which maintains the same objective in Article II of this Constitution & Bylaw, which are or may be entitled to exemption under section 501(c)(3) of the Internal Revenue Code or any future corresponding provision.

### **Article XII Gameplay and Rules:**

The home team(coaching staff) is responsible for field preparation before each home game.This includes dragging the infield and chalking the lines and batter's box. Each team must clean its own dugout area. However the home team coaching staff is responsible for both dugout areas.

### **Rules:**

Please see District 20 Interleague Rules for each division. The official playing rules and regulations as published by Little League Baseball, Inc, Williamsport, Pa shall be binding with WCLL.

### **Article XIII Amendments:**

Recommendations of Amendments, repeals, or alterations to the Constitution and Bylaws may be proposed at any organized meeting of Board of Directors 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, Inc, for approval before implementation.

This Constitution was approved by Warren County Little League board on October 16th 2017 and amended on October 1st 2018.

Jeff Dunay	311606	82-4875198
President	League ID.	Federal ID

**2017-2018**

*President:* Jeff Dunay term expires 10/1/18

*Vice President:* R.J. Maguire term expires 10/1/18

*Secretary:* Jess Van Horn term expires 10/1/18

*Treasurer:* Guy Bunn term expires 10/1/18

*Player Agent:* Kim Tighe term expires 10/1/18

*Safety Officer:* John Garrison term expires 10/1/18

*Informational Officer:* Dan Bloch (gave up all voting rights)

Cherie Ackerman (gave up all voting rights)

**2018-2019**

*President:* Jess Van Horn term expires 10/1/19

*Vice President:* R.J. Maguire term expires 10/1/21 (removed from board)

*Secretary:* Brigitte Fagan term expires 10/1/19

*Treasurer:* Chris Beatty term expires 10/1/19 (resigned 5/19)

*Player Agent:* Kim Tighe term expires 10/1/19 (resigned 6/19)

*Safety Officer:* Matt Scott term expires 10/1/19

*Informational Officer:* Cherie Ackerman expires 10/1/21

**2019-2020**

*President:* Jess Van Horn term expires 10/1/22

*Vice President:* Matt Scott term expires 2/1/21

*Secretary:* Brigitte Fagan term expires 10/1/22

*Treasurer:* Dave Crow term expires 10/1/20

*Player Agent:* Chris Jones term expires 10/1/20

*Safety Officer:* Brielle Walsh term expires 12/1/21

*Informational Officer:* Cherie Ackerman expires 10/1/21