

Central Coventry Little **League**

Constitution

As Amended

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Article 1

Organization & Affiliation

Section 1. Name

The name of the organization shall be the Central Coventry Little League, Inc. (CCLL), hereafter referred to as “the League.”

Section 2. Incorporation

The organization shall be incorporated under the laws governing non-profit and nonpartisan corporations within and by the State of Rhode Island and Providence Plantations.

Section 3. Affiliation

A. Charter

The League shall annually apply for a charter from Little League Baseball, Incorporated and shall do all things necessary to obtain and maintain such charter. The League shall devote its entire energies to the activities authorized by such charter and it shall not be affiliated with any other program or organization or operate any other program.

B. Rules and Regulations

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

C. Local Rules

The local rules of this League shall be adopted by the Board of Directors (by simple majority vote) at a meeting (as described in section 8) to be held no less than one month prior to the first scheduled game of the season and in no way shall conflict with the Rules, Regulations and Policies of Little League Baseball, Incorporated, nor shall they conflict with this Constitution. The local rules of this League shall expire at the end of each fiscal year, and are not considered part of this Constitution.

Article 2

Objective

Section 1.

The objective of the League shall be to implant firmly in the children of the community the ideals of good sportsmanship, honesty, loyalty, courage and respect for authority, so that they may be well adjusted, stronger and happier children and will grow to be good, decent, healthy and trustworthy citizens.

To achieve this objective, the League will provide a supervised program under the Rules and Regulations of Little League Baseball, Incorporated. All Directors, Officers and Members shall bear in mind that the attainment of exceptional athletic skill or the winning of games is secondary, and the molding of future citizens is of prime importance. In accordance with Section 501-(c)-(3) of the Federal Internal Revenue Code, the League shall operate exclusively as a non-profit educational organization providing a supervised program of competitive baseball games. No part of the net earnings shall inure to the benefit of any private shareholder or individual; 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 3

Membership

Section 1. Eligibility

Any person sincerely interested in active participation to further the objective of the League may be a Member.

Section 2. Classes of Membership

There shall be the following classes of membership:

A. Player Members

Any duly registered player, meeting the requirements of Little League Regulation IV, shall be a member of the League. Player members shall have no rights, duties or obligations in the management or in the property of the League.

B. Regular Members

Any adult person actively interested in furthering the objectives of the League, who is a parent or guardian of a registered player, and a member of the Board of Directors, or a manager or coach in the League, or a Team Parent, or a member of a League Committee or has a minimum of eight volunteer hours recorded by a committee chairperson and League Secretary, or has their attendance recorded a minimum of four times at League Meetings which include Board Meetings, Annual Meeting, General Election Meeting and Parents Night ,shall be a member of the League.

C. Other Members

Persons who do not qualify for regular membership under Section 2B of this Article, including, but not limited to, honorary members or, sustaining contributors may become regular members by a 2/3 vote of the membership present at any General Membership meeting.

1. Honorary members. Any person may be elected as an Honorary member, but shall have no rights, duties or obligations in the management or in the property of the League.

2. Sustaining Members. Any person not a Regular member who makes significant financial or other contributions to the League may become a Sustaining member, but such a person shall have no rights, duties or obligations in the management or in the property of the league.

D. As used herinafter, the word "member "shall mean a Regular Member unless otherwise stated

Section 3. Voting Privileges

Only Regular Members are eligible to vote at General Membership meetings.

Section 4. Suspension or Termination

Membership may be terminated by resignation or action of the Board of Directors as follows:

(a) The Board of Directors, by a two-thirds vote of those present at any duly constituted Board meeting, shall have the authority to discipline or suspend or terminate the membership of any Member of any class, including managers and coaches, when the conduct of such person is considered detrimental to the

best interests of CCLL 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, in a manner consistent with the bylaws of this League.

(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 4

Meetings

Section 1. General Membership Meetings

A. Definition

A General Membership Meeting is any meeting of the membership of the League.

B. Frequency

General Membership meetings shall be held at least two(2) times per year, at a time and date to be determined by the Board of Directors.

C. Notice of Meetings

Notice of each General Membership Meeting (including Special General Membership Meetings) shall be delivered personally, either by email and posting on the league website at least (10) days in advance of the meeting or by **U.S.** mail to each Member at the last recorded address at least ten (10) days in advance of the meeting, setting forth the place, time and purpose of the meeting. In lieu of the above methods, notice may be given in such form as may be authorized by the Members, from time to time, at a regularly convened General Membership Meeting.

D. Special General Membership Meetings

Special General Membership Meetings of the Members may be called by a simple majority of the Board of Directors or by the Secretary or President at their discretion.

E. Annual Meeting of the Members.

The Annual Meeting of the Members of the Local League shall be held the Second Thursday of March each year for the purpose of electing new members, receiving reports, reviewing the constitution, and for the transaction of such business as may properly come before the meeting.

(a) The Membership shall receive at the Annual Meeting of the Members of the Local League a report, verified by the President and Treasurer, or by a majority of the Directors, showing:

- (1) The condition of the Local League, to be presented by the President or his/her designate;
- (2) A general summary of funds received and expended by the local league for the previous year, the amount of funds currently in possession of the local league, and the name of the financial institution in which such funds are maintained;
- (3) The whole amount of real and personal property owned by the Local League, where located, and where and how invested;
- (4) For the year immediately preceding, the amount and nature of the property acquired, with the date of the report and the manner of the acquisition, the amount applied, appropriated or expended, and the purposes, objects or persons to or for which such applications, appropriations or expenditures have been made;
- (5) The names of the persons who have been admitted to regular membership in the Local League during such year. This report shall be filed with the records of the Local League and entered in the minutes of the proceedings of the Annual Meeting. A copy of such report shall be forwarded to Little League International.

F. Annual General Election Meeting

(a) The Annual General Election Meeting shall be held the second Sunday of September each year for the purpose of electing new Members and electing the Board of Directors.

(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 fifteen (15).

(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. 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 an Information Officer.

G. Quorum.

At any General Membership Meeting, the presence of 20% of Members (as defined in Article 3 Membership) shall be necessary to constitute a quorum. If a quorum is not present, no business shall be conducted.

F. Voting

Only Regular Members Shall be entitled to make motions and vote at General Membership Meetings. All are invited to attend. The Board of directors may invite, admit and recognize guests for presentations or comments during General Membership Meetings. (Those eligible to take part at meetings of the Board of Directors are described in Article 4, Section 2.)

H. Rules of Order for General Membership Meetings.

Robert's Rules of Order shall govern the proceedings of all General Membership Meetings, except where those Rules conflict with the Constitution of the League.

Section 2. Board Meetings

A. Regularly Scheduled Meetings

Board Meetings, and Notice

Regular meetings of the Board of Directors shall be held immediately following the Annual Meeting and on such days thereafter as shall be determined by the Board.

(a) The President or the Secretary may, whenever they deem it advisable, or the Secretary shall at the request in writing of five 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 10 day(s) before the time appointed for the meeting to the last recorded address of each Director and post notice of the meeting on the league website.

(c) Only members of the Board of Directors may make motions and vote at meetings of the Board of Directors.

(d) The Board of Directors invites regular Members and those eligible for General Membership to attend Board meetings, and may admit and recognize guests for presentations or comments during Board meetings.

B. Quorum

In order for a valid vote of the Board of Directors to take place, a quorum (to be defined as a simple majority of the Board) must be present to conduct business, unless specifically noted elsewhere in this Constitution.

C. Emergency Meetings

Should an emergency Board Meeting be deemed necessary by the President, he/she shall be empowered to call one. The Secretary shall notify each Board Member personally, electronically, by phone or by mail. No vote shall be valid at such a meeting without a 2/3 majority of the Board being in attendance. No business, except that for which the meeting is called, shall be transacted at an emergency Board Meeting.

D. Emergency Telephone and/or Electronic Votes

Should an emergency exist, but time prohibits the convening of an in-person Board Meeting, the President shall be empowered to conduct a telephone or email survey of the Board Members. Every Board Member should participate in such a vote. However, should contact of all Board Members be impossible, in no case shall a vote be valid unless 2/3 of the Board has participated. The individual voting record of each Board member participating in such a vote shall be announced at the next regularly scheduled Board Meeting.

Section 3. Meeting Rules

All meetings conducted under this article shall be governed by Roberts Rules of Order.

Article 5

Board of Directors

Section 1. Authority

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

Section 2. Composition of the Board of Directors

The Board of Directors shall be comprised of a minimum of 15 members and a maximum of 18 members.

Section 3. Selection of Board Members

A. Nomination/Election Committee

The President shall appoint a Nomination/Election Committee no later than the last meeting of July. The committee shall nominate a slate of candidates for the Board, presenting that slate by the last meeting in August. Alternatively, the President shall take nominations from the floor at the August and September meetings.

B. Additional Nominations

In addition to the slate proposed by the Nomination/Election Committee, any League member shall be eligible for nomination to the Board. Such nominations shall be made from the floor at the August meeting or September Election meeting.

C. Election

- i. The election of the Board of Directors shall take place at the September Annual Election meeting. The chairperson of the Nomination/Election Committee shall conduct the election, including the election of the officers of the League.
- ii. The vote shall be made by paper ballot on which shall be listed each person nominated, in alphabetical order.
- iii. Each member present shall vote for up to 18 different candidates.
- iv. The President shall designate three members to tally the vote. If possible, these should not be from among those nominated.
- v. The 15 candidates attaining the greatest number of votes and at least 51% of the vote shall be elected to the Board, up to 18 members.

In the event of a tie for the last position(s), which would prevent the clear-cut election of not more than 18 candidates, the names of those tied shall be placed before the membership for a re-vote until the tie is broken.

D. Increase in Number

The number of Board of Directors established in Article 5, Section 2 above may be increased at the Annual or Annual Election Meeting or Special Membership 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. Whether or not stipulated within the voted resolution, any approved increase shall be effective only until the next duly-held September election meeting.

Section 4. Eligibility

Any Regular Member of the League, as defined in Article 3 of this Constitution shall be eligible for election to the Board of directors.

Section 5. Term of Office

The term of office for the Board will be one year, October 1 to September 30.

Section 6. Duties of the Board

A. Immediately following a Board election, the first order of business of the new Board will be to elect, from within its ranks, the officers of the League. Names of candidates for each office must be placed in nomination and the nomination seconded. If there is more than one nominee for an office, the vote shall be conducted by a paper ballot and the nominee attaining the greatest number of votes shall be elected to the nominated position;

B. The Board shall direct the financial operation of the League.

C. The Board will make all policy decisions affecting the operation of the League.

D. The Board shall approve or reject the schedule of General Membership Meetings and Board Meetings as submitted by the President.

E. The Board shall approve or reject appointments made by the President.

Section 7. Resignation of a Board Member

A. A person who resigns from the Board shall notify the President of said resignation. The resignation should be submitted in writing.

B. Vacancies occurring as a result of resignation shall be filled as outlined in Section 9 of this Article.

Section 8. Termination of a Board Member

A. It shall be the duty of the Board to discuss the absence of any Board Member at three consecutive or five total meetings in any fiscal year. Such discussion shall take place at the meeting at which the Secretary reports on the absences. The Board may take whatever action it deems necessary, including a vote to terminate the Board Member. Such a vote, however, shall only be taken after the offending Board Member has had an opportunity to explain the reason for his/her absences.

B. Should a vote result in a termination, the vacancy shall be filled as outlined in Section 9 of this Article.

Section 9. Filling Vacancies to the Board

A. When vacancies to the Board occur, the President shall announce them at the next regularly scheduled Board Meeting.

B. If, in the opinion of the President, Members of the League who appeared on the slate of nominees in the previous election are qualified candidates and are available to fill the vacancies, he/she shall nominate said candidates at one of the next two regularly scheduled Board Meetings. If no Members from the slate of nominees from the previous election are available other Members may be nominated by the President.

C. If in the President's opinion, qualified candidates are available to fill the vacancies, he/she shall not be required to make a nomination, unless the vacancies cause the total Board Membership to fall below 15. In such cases, the President must nominate the best available candidate(s).

D. Once the President's nomination(s) has been made, or if the President fails to nominate a candidate at the Expiration of the candidate search period, as outlined in sub-section B, nominations from the floor will be accepted at the same General Membership meeting. An election will follow, using the same procedure for voting as is used for the September Board election.

E. Vacancies which occur within two months of the September Board election need not be filled, at the discretion of the Board.

Section 10. Mid-Term Replacement of Officers

A. Should the office of President become vacant for any reason, the Vice-President shall immediately ascend to the Presidency.

B. Should any office other than the Presidency become permanently vacant for any reason, that office shall be filled in the following manner:

- i. the vacancy thus created on the Board of Directors shall be filled first, in the manner prescribed in Article 5, Section 7;
- ii. at the same meeting at which the Board vacancy is filled, the President shall place in nomination the name of a Board Member to fill the vacant office. He/she shall do this after having consulted with the remaining League Officers. The President's nomination must be seconded by another Board Member;
- iii. the name of any other Board Member may similarly be placed in nomination at this meeting, but only by a Board Member. Such nominations must also be seconded by a Board member;
- iv. after all nominations have been made, a vote by the Board shall be held. Handwritten paper ballots shall be utilized. Such votes will be subject, however, to the quorum requirements set forth in Article 4, Section 2.

Section 11. Other Criteria

All Board Members must complete and submit an official "Little League Volunteer Application" to the President. Annual background screenings must be completed prior to the applicant assuming his/her duties for the current term/season. Refusal to complete the application will result in immediate dismissal from the League.

Article 6

Financial

Section 1. Authority

The Board of Directors shall decide all matters pertaining to the finances of the League and shall place all income 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 the League, thereby to discourage favoritism among teams and to endeavor to equalize the benefits of the League.

Section 3. Solicitations

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

Section 4. Disbursement of Funds

The Board shall not permit the disbursement of League funds for other than the conduct of Little League activities in accordance with the rules, regulations and policies of Little League Baseball, Incorporated. All disbursements shall be made by check. All checks shall be signed by the League Treasurer and one other of the following officers: the President, Vice-President or Secretary.

Section 5. Compensation

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

Section 6. Deposits

All monies received shall be deposited to the credit of the League at Centreville Bank or other federally insured bank or credit union.

Section 7. Fiscal Year

The fiscal year of the League shall begin on October 1 and shall end on September 30.

Section 8. Distribution of Property upon Dissolution

Upon dissolution of the League and after all outstanding debts and claims have been satisfied, the Members shall direct the remaining property of the League to another Federally Incorporated entity which maintains the same objectives as set forth in Article 2 of this Constitution, which are or may be entitled to exemption under Section 501-(c)-(3) of the Internal Revenue Code or any future corresponding provision.

Section 9. Budget Approval

By a 2/3 majority vote, the Board of Directors shall approve the annual financial budget submitted by the President and Treasurer no later than November 30th of each year.

Article 7

League Officers

Section 1. Officers & Terms of Office

A. The officers of the League shall include, at a minimum, the President, one or more Vice-Presidents, Secretary, Treasurer, one or more Player Agents, Safety Officer and Information Officer. It is preferable that the functions of the officers be conducted by separate individuals. However, with the exception of the Presidency and Player Agent, the functions of any two of the remaining offices may be combined.

B. The officers shall serve until their successors have been chosen by a newly elected Board of Directors, except when through resignation or by termination from the Board. The one-year term of office of the Officers of the League will be effective from October 1st to September 30th of the following year.

C. The Board of Directors, by a two-thirds vote of those present at any duly constituted Board Meeting, shall have the authority to discipline or suspend or terminate the membership of any director, officer or committee member, when the conduct of such person is considered detrimental to the best interest of the CCLL 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.

Section 2. Officers Duties

A. President

The President shall:

- i. conduct the affairs of the League and execute the policies established by the Board of Directors.
- ii. be responsible for the conduct of the league in strict conformity to the policies, principles, rules and regulations of Little League Baseball, Incorporated, as agreed to under the conditions of charter issued to the League by that organization;

- iii. preside at all meetings;
- iv. appoint all committees;
- v. be an ex-officio member of all committees;
- vi. appoint a divisional director (or co-directors) of each League division (major, minor, instructions/T-Ball), managers, coaches, and a safety director, with the approval of the Board of Directors;
- vii. appoint a parliamentarian from among the Board members;
- viii. submit, for Board approval, a schedule of General Membership meetings and Board meetings for the entire fiscal year;
- ix. be the League's liaison with the Town of Coventry and attend those Town sponsored meetings necessary to the carrying out of that function;
- x. be the League's liaison with RI District 3 of Little League and shall attend (or cause another officer to attend) all District 3 meetings;
- xi. in conjunction with the Treasurer, submit a budget for Board approval, no later than November 30th;
- xii. 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 to play in the League;
- xiii. investigate complaints, irregularities and conditions detrimental to the League and report thereon to the Board of Directors as circumstances warrant;
- xiv. perform all other duties which usually pertain to the office.

B. Vice-President

The Vice-President shall:

- i. in the absence of the President, perform all duties normally associated with the office of the President;
- ii. have the responsibility of assuring the duties of the Division Directors and Assistant Directors are performed in accordance with the standards set forth by the League;

- iii. have such powers and perform such duties as may from time to time be assigned by the President or the Board of Directors.

C. Secretary

The Secretary shall:

- i. be responsible for recording the activities of the League and shall maintain appropriate files, mailing lists necessary records; and Membership eligibility records
- ii. have custody of all correspondence and minutes of the League;
- iii. report Board Members year-to-date attendance on a monthly basis;
- iv. file a current copy of the League Constitution and Rules with Little League Baseball at the beginning of each season;
- v. perform all other duties normally associated with the office.

D. Treasurer

The Treasurer shall:

- i. receive all monies and securities, and deposit same in a depository approved by the Board of Directors;
- ii. keep records for the receipt and disbursement of all monies and securities of the League, approve all payments from allotted funds and draw checks therefore in agreement with policies established by the Board of Directors. All disbursements by check must have dual signatures;
- iii. submit annually, no later than the last meeting of the calendar year, a written financial report to the Board of Directors;
- iv. have authority to approve expenditures of individually up to \$200 (\$800 in the aggregate), without prior Board approval;
- v. report on all expenditures incurred over \$100, at the next scheduled Board Meeting;
- vi. pay all bills, over \$200, which are not included in the approved budget, only after a valid vote of the Board of Directors;

- vii. immediately following the election of the Board of Directors, the Treasurer shall select an individual(s) to perform the function of registered agent, and tax advisor to the League;
- viii. in conjunction with the President, shall submit a budget for Board approval, no later than November 30th;
- ix. perform all other duties normally associated with the office.

E. Player Agent

The Player Agent shall:

- i. conduct player registrations and evaluations annually;
- ii. be responsible for the assignment of player personnel to team rosters;
- iii. supervise the Major Division Player drafts;
- iv. act as an advocate for players and their parents with regard to mediation of conflicts involving managers/coaches;
- v. prepare for the President's signature and submission to Little League Headquarters, team rosters, including players claimed and the tournament team eligibility affidavit;
- vi. maintain all team rosters, notifying Little League Headquarters of any roster changes subsequent to roster submission at the beginning of the season.
- vii. ensure the protection of the privacy of the players in the league

F. Safety Officer

The Safety Officer shall:

- i. 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;
- ii. develop and implement a plan for increasing safety of activities;
- iii. solicit suggestions for making conditions safer;

- iv. report suggestions to Little League Headquarters via the League President;
- v. prepare and maintain the CCLL Safety Manual.
- vi. ensure the protection of the privacy of the players in the league
- vii. conduct the background/ criminal investigation checks required by the league

G. Information Officer

The Information Officer shall:

- i. manage the League's official web page(s);
- ii. manage the online registration process and ensure that League rosters are maintained on the site;
- iii. assign administrative rights to League volunteers and teams;
- iv. ensure that League news and scores are updated on a regular basis;
- v. 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;
- vi. serve as primary contact person for Little League and the League's official website, regarding optimizing use of the Internet for League administration and for distribution of information to League members and to Little League Baseball.
- vii. ensure the protection of the privacy of the players in the league

Section 3. Additional

A. The President will not be permitted to manage or coach any team in the League unless approved by a simple majority of the Board of Directors present at the time of the vote. Under no circumstances shall the President or Player Agent be allowed to manage or coach a tournament team, nor shall a

Player Agent be allowed to manage or coach any team in his/her respective division.

B. In the absence of the President and Vice-President, meetings shall be conducted by the Treasurer, Player Agent or Secretary, in that order.

Article 8

Committees

Section 1. Standing Committees

A. A standing committee must be appointed by the President on an annual basis and will meet as often as is deemed necessary by the chairperson of that committee, except where minimum meeting requirements are specified elsewhere in these bylaws.

B. The following shall be the standing committees of the League:

i. Executive

- a. shall be comprised of the President, Vice-President, Secretary, Treasurer, Player Agent, Safety Officer and Information Officer. Other League members, as invited by the President, may attend executive committee meetings.
- b. shall meet at least once per year, just after the September election, to plan the League calendar and discuss committee assignments and League goals. The committee may meet more frequently, at the discretion of the President.
- c. shall be empowered to act as the full Board in the conduct of day to day affairs of the League, in accordance with this Constitution and the Rules of the League. Such powers shall not include any decision for which this Constitution specifically requires a vote of the full Board;
- d. at any meeting of the Executive Committee, a majority of the total number of members of committee in office, shall constitute a quorum or the transaction of business. The act of the majority present at any meeting at which there is a quorum shall be the act of the committee;
- e. all actions of the committee shall be reported on at the next regularly scheduled General Membership Meeting.

- ii. Constitution and Rules
 - a. shall review and recommend language for proposed changes to the Constitution and operating rules of the League;
 - b. shall periodically review and recommend changes to the By-Laws and rules of the League;
 - c. shall maintain the Constitution and rules of publication, on a current basis. The Board of Directors shall be provided with a current copy of the Constitution, by the Secretary, immediately following the Board election in September.
- iii. Sponsorship
 - a. shall be responsible for procuring sponsors for each League team;
 - b. shall be responsible for procuring buyers of advertising signs and for the construction and maintenance of such signs;
 - c. shall periodically review, with the League Treasurer, the receipt of sponsorship fees and, if necessary, shall take action as necessary to collect such fees.
- iv. Fundraising
 - a. shall be responsible for developing major fundraising initiatives for the League. Such initiatives must be in place in time for Fall registrations and are subject to Board approval.
 - b. shall be responsible for conducting the fundraising initiatives and presenting written results to the Treasurer of the League, no later than August 30th.
- v. Awards/Mementos
 - a. shall be responsible for organizing and conducting an annual League awards function. This shall include making appropriate arrangements for the location of the event, formulating the program and procuring whatever awards/League mementos are agreed upon by the Board of Directors;

- b. shall present a written report, summarizing the awards expenditures to the Treasurer of the league, no later than September 30th.
 - c. shall be responsible for organizing the taking of team pictures for each team in the League. This shall include making a recommendation to the Board of Directors regarding the photographer and picture package, the scheduling of teams, the collection of money and the distribution of completed pictures;
 - d. shall be responsible for the large team pictures published in the annual Booster Book and those given to each team sponsor.
- vi. Team Equipment
- a. shall be responsible for the procurement of all uniforms and equipment worn and used by players;
 - b. shall distribute uniforms and equipment to each team at the beginning of the practice season, maintain a record of distribution, and collect uniforms and equipment at the end of each season;
 - c. shall conduct an annual inventory of team equipment after the completion of each season and make a report to the Board of Directors, no later than November 30th, as to the condition and amount of uniforms and equipment returned. The report shall include a recommendation as to the replacement of and needed additions to uniforms and equipment for the following season.
- vii. Field Maintenance
- a. shall be comprised of representatives of each League division, appointed annually for the purpose of organizing any necessary maintenance to League playing fields, beyond that which is accomplished by the Town;
 - b. the committee shall also be responsible for maintaining an adequate supply of line marking material for use by all divisions, for putting up, taking down and storing advertising signs at Paine Field (at the beginning and end of the season), for purging water from the field sprinkler system(s)

at the conclusion of each season, and for maintaining all field preparation tools and equipment.

vii. Player Development

- a. shall be comprised of representatives from each division, the Player Agent and other interested League Managers;
- b. shall conduct an annual review of the player distribution and development within the League. Such review should include, but not be limited to, an analysis of the divisional and team structure. Any recommendations based on the committee's findings must be submitted to the Board of Directors, no later than the August General Membership meeting.
- c. shall organize and conduct clinics for players and manager/coaches.
- d. shall be responsible for the completion and collection of annual evaluation forms on each player, by all minor and instructional managers. Such evaluations must be prepared and submitted for use by major division managers during the annual Fall player evaluation sessions.
- e. shall be responsible for the completion of evaluation forms, by major division managers, for all players attending the Fall evaluation session who are not drafted to the major division.

ix. Audit

- a. shall consist of three League members, at least one of whom is a Board Member. Board Members who have authority to sign checks are prohibited from serving on the committee.
- b. shall be responsible for conducting an annual audit of the League finances, prior to the meeting at which the annual Treasurer's Report is presented to the Membership. The report of the Audit Committee will certify the accuracy of the Treasurer's Report and shall be presented no later than January 31st.

- x. Capital Expenditures
 - a. shall be chaired by a member of the Board of Directors and shall also consist of the Division Directors and other interested League members..
 - b. shall meet at least once per year to determine which capital expenditures (if any) should be recommended to the Board of Directors for the succeeding year. Such recommendation must be made no later than September 30th.

Section 2. Non-Standing Committees

- A. The Board of Directors shall establish any committee which the Board deems necessary for the proper operation of the League.
- B. The President shall appoint the membership of such committees.

Article 9

Amendments to the Constitution

Section 1. Proposals From the Membership

- A. Any member can submit to the Constitution & Rules Committee a proposal for a change to the Constitution, provided the conceptual content is approved by the General Membership.
- B. The Constitution & Rules Committee will insure that the language of any proposed change is consistent with the present Constitution, without changing the conceptual content of the proposal, as submitted.
- C. The Constitution & Rules Committee must submit the final wording of a proposed change to the General Membership within two regularly scheduled General Membership meetings from the meeting at which the proposal was submitted.

Section 2. Proposals From the Constitution & Rules Committee

The Constitution & Rules Committee may submit to the General Membership any change to the present Constitution which it deems necessary.

Section 3. Total Re-write of the Constitution

In the event a total revision to this Constitution becomes necessary, the Constitution & Rules Committee shall be empowered to revise them in the following manner:

Proposed changes to the present Constitution shall be accepted by the General Membership, article by article, until the entire Constitution is revised. The present Constitution will remain in effect until the completion of this process.

Section 4. Amendment Passage

A. The proposed amendment must be read at two General Membership Meetings before any vote can be taken.

B. The proposed amendment shall become part of this Constitution after passage of a 2/3 majority vote of the General Membership present at any General Membership Meeting.