

# HIBBING LITTLE LEAGUE CONSTITUTION AND BY-LAWS

## ARTICLE I -NAME

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

## ARTICLE II –OBJECTIVE

### Section 1

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

This organization has been formed and exists for the sole purpose of promoting and perpetuating Little League Baseball in the City of Hibbing, Minnesota: the best interests and true spirit of youth baseball; and to act as the governing body providing rule interpretation, guidance and responsibility for Hibbing Little League.

### Section 2

To achieve this objective the Hibbing Little League will provide a supervised program under the Rules and Regulations of Little League Baseball, Incorporated. All Directors, Officers and Members shall bear in mind that the attainment of exceptional athletic skill or 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 Hibbing Little League shall operate exclusively as a non-profit educational organization providing a supervised program of competitive baseball and softball games. No part of the net earnings shall 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 affect the objective of this Local League may apply to become a member.

### Section 2

**Classes.** There shall be the following classes of Members:

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

(b) **Regular members.** Any person who volunteers time or pays a predetermined fee to Hibbing Little League shall be considered a member. The fee amount is currently set at \$5. The secretary shall maintain the roll of membership to qualify voting members. Only regular members in good standing are eligible to vote at the annual meeting. All officers, Board Members, Committee Members, Managers, and other elected or appointed officials must be active Regular Members in good standing.

(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 the Local League.

(d) **Sustaining Members.** Any person not a Regular Member who makes financial or other contribution to the Local League may by 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 the Local League.

(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 the Local League.

(b) Regular Members should not be actively engaged in the promotion and/or operation of any other baseball program that conflicts with the promotion or operation of Hibbing Little League.

### Section 4

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

(a) The Board of Directors, by two-thirds vote of those present at any duly constituted meeting, shall have the authority to discipline or suspend or terminate the membership of any Member of any class when the conduct of such person is considered detrimental to the best interests of the Local League and/or Little League Baseball. The Member involved shall be notified of such meeting, informed of the general nature of the charges and given an opportunity to appear at the meeting to answer such charges.

(b) The Board of Directors shall, in case of a Player Member, give notice to the parent/guardian and the manager of the team of which the player is a member. Said manager shall appear, in the capacity of an advisor, with the player before a duly appointed committee of the Board of Directors, which shall have full power to suspend or revoke such player's right to future participation.

## ARTICLE IV -PARTICIPATION FEE

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

## ARTICLE V -MEETINGS

### Section 1

**Annual Meeting.** The annual meeting of the Members of the Local League shall be held in September of each year for the purpose of introducing the Board of Directors and Members, receiving reports and for the transactions of such business as may properly come before the meeting. The Board shall meet to elect the new officers.

### Section 2

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

### Section 3

**Special Meetings.** Special meetings of the Members may be called by the Board of Directors or by the Secretary

or President at their discretion. Upon the written request of ten(10) Members, the President shall call a special meeting to consider a specific subject. No business other than that specified in the notice of the meeting shall be transacted at any Special meeting of the Members.

#### Section 4

**Quorum.** The presence in person or representation by absentee ballot of a majority of regular membership present at any scheduled meeting shall be necessary to constitute a quorum. A quorum shall be at least 1/5 (20%) of the current membership.

#### Section 5

**Voting.** Only Board Members shall be entitled to vote at any board meeting of the Local League. Regular members may vote at the September annual meeting.

#### Section 6

**Absentee Ballot.** For the expressed purpose of accommodating a regular member in good standing who cannot be in attendance at the annual meeting, an absentee ballot may be requested and obtained from the Secretary of the League. The absentee ballot shall be properly completed, signed and returned in a sealed envelope to the Secretary prior to the date of the annual meeting. The Secretary shall present all absentee ballots to the Election Chairman on the date of the annual meeting prior to the conduct of the election process.

#### Section 7

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

### ARTICLE VI -BOARD OF DIRECTORS

#### Section 1

**Board and Number.** The management of the property and affairs of the Local League shall be vested in the Board of Directors. The Number of Directors shall be not less than five (5) nor more than fifteen (15). The Directors shall upon election immediately enter upon the performance of their duties and shall continue in office until their successors shall have been duly elected and qualified.

#### Section 2

**Required Members.** The Board membership shall include the officers, including the Player Agent, and a minimum of one manager and one umpire. The number of managers including minor league representation elected to the Board shall not exceed a minority of the total board members.

#### Section 3

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

The maximum term length for any board member shall be 3 years and no board member may serve more than 2 consecutive full terms. Terms may be less than 3 years if appointments are made to fill vacancies. Terms shall have expiration dates such that one third of the board positions will be up for election in any given year.

#### Section 4

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

#### Section 5

**Meetings, Notice and Quorum.** Regular meetings of the Board of Directors shall be held immediately following the annual election and on such days thereafter as shall be determined by the Board. The President or the Secretary may call a special meeting at their discretion. Upon written request of ten (10) members, the President shall call a special meeting to consider a specific subject. A call for a special meeting shall be by mail at least three (3) days before the time appointed for the meeting to the last recorded address of each Director, or by telephone, e-mail or text message or in-person notice twenty-four hours preceding the meeting.

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

Seven (7) members of the Board of Directors shall constitute a quorum for the transaction of business.

#### Section 6

**Duties and Powers.** The Board of Directors shall have the power to appoint such standing committees as it shall determine appropriate and to delegate such powers to them as the Board shall deem advisable and which it may properly delegate.

The Board may adopt such rules and regulations for the conduct of its meetings and the management of the Local League as it may deem proper.

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

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

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

### ARTICLE VII -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 the Local League.

#### Section 2

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

### Section 3

At any meeting of the Executive Committee a majority of the total 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 VIII -OTHER COMMITTEES

### Section 1

**Nominating Committee.** The Board of Directors may appoint a Nominating Committee consisting of three (3) Directors and other appointed Regular Members.

The Committee shall investigate and consider eligible candidates and submit at the annual meeting a slate of candidates for the Board of Directors.

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 of the Board of Directors as the case may be.

### Section 3

**Finance Committee.** The Board of Directors may appoint a Finance Committee consisting of not less than three (3) nor more than five (5) Directors.

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

The Committee shall investigate ways and means of financing the Local League including team sponsorships and submit recommendations.

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

### Section 4

**Building and Property Committee.** (May be combined with Grounds Committee) The Board of Directors may appoint a Building and Property Committee consisting of three (3) Directors and other appointed Regular Members.

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

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

### Section 5

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

#### Section 6

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

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

#### Section 7

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

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

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

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

#### Section 8

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

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

The Committee shall recruit, interview and recommend to the President for appointment a staff of umpires, including a chief umpire and replacements.

When appointed, the staff of umpires shall be under the personal direction and responsibility of the Local League President, assisted by the Chief Umpire who shall train, observe and schedule the staff.

#### Section 9

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

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

#### Section 10

**Auxiliary Committee.** The Board of Directors may appoint an Auxiliary Committee consisting of the Local League Treasurer and two (2) other Directors and other appointed Regular Members. The committee shall coordinate the activities of the Auxiliary.

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

The Board of Directors shall approve in advance all projects and actions of the Auxiliary.

#### Section 11

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

The Committee will review the Local League's books and records annually prior to the Annual Meeting and attach a statement of their findings to the annual financial statement of the President and Treasurer, or may, if directed by the Board of Directors or Membership, secure the services of a Certified Public Accountant to accomplish such review.

#### Section 12

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

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

### ARTICLE IX –OFFICERS, DUTIES AND POWERS

#### Section 1

**Election.** Immediately following the annual meeting, the Directors present, provided there is a quorum, shall meet for the purpose of electing Officers and appointing committees for the ensuing year.

#### Section 2

**Officers.** The Officers of the Local League shall consist of a President, one or more Vice-Presidents, a Secretary, a Treasurer and a Player Agent or Agents, all of whom shall hold office for their term or until their successors are duly elected. Regulations I(b).

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 and may fill any vacancy which may occur in any office. Appointed Officers or agents shall have no vote on actions taken by the Board of Directors unless such individuals have been elected to the Board by the membership or have been elected to fill a vacancy on the Board.

#### Section 3

**President.** The President shall be the principal executive officer of the organization, presiding at all meetings of the Board of Directors and Membership, and shall prepare an agenda to be followed during the meeting. The President shall annually appoint a nominating committee made up of three members of the Board of Directors whose duty shall be to nominate qualified candidates for Board seats that will be vacated. The President shall receive all communications for Little League Headquarters and must see to it that all league personnel are properly briefed on all phases of rules, regulations and policies of Little League Baseball. The President shall be the contact between Hibbing Little League and Little League headquarters. The President may manage, coach or umpire, as long as he/she does not serve on the protest committee. The President cannot be a district team coach or manager. The President's term of office will be 2 years.

#### Section 4

**Vice-President.** The Vice-President shall perform the duties of the President in his/her absence, having all the

rights and powers of the President, and shall perform such other duties as may be assigned by the President or Board of Directors. The Vice President may manage, coach or umpire and may serve as district tournament team coach or manager. The Vice President's term of office will be 2 years with the term running non-concurrent with the President's term.

#### Section 5

**Treasurer.** The Treasurer shall have charge of the collection and disbursement of Hibbing Little League funds and shall keep accurate accounts thereof. The Treasurer shall make any payments on the order of the Board of Directors and shall present an annual statement of all receipts and disbursement at the Annual Meeting. The Treasurer shall serve a one year term.

#### Section 6

**Player Agent.** The Player Agent is in charge of player selection and shall conduct the annual league try-outs. The Player Agent will assist the Corresponding Secretary in checking all birth records and eligibility of players and shall supervise and coordinate the transfer of players to or from the Minor League. The Player Agent shall also act as the League Safety Official and shall point out potential hazards to Player Members for action by the Board of Directors. The Player Agent will not coach.

#### Section 7

**Secretary.** The Secretary shall assist the President in sending notices of Board meeting, shall keep an accurate record of the affairs of the league, and shall keep full and correct minutes of all meetings. It will also be the duty of the Secretary to assist the Treasurer in collecting additional operating funds (derived through means other than participation fees) and completing any other duties requested by the President.

The Secretary shall handle all outgoing correspondence with Little League Baseball, act as the league's insurance coordinator, assist the Player Agent in checking all birth records and eligibility of players, and compile rosters for Little League International, assist with player registration and complete any other duties as directed by the President or Board of Directors. Term shall be for one year.

#### Section 8

**Equipment Manager.** The Equipment Manager shall keep a timely inventory of all league and player equipment, including uniforms, umpire equipment and field equipment. The Equipment Manager shall field requests from managers and coaches for equipment, and make recommendations to the Board of Directors for purchase of said equipment. Term shall be one year.

#### Section 9

**League Coordinators.** There will be a Little League Coordinator, Minor League Coordinator, and Junior League Coordinator. The Coordinators will have control over their leagues. They will schedule their own parent's meetings. They will report to the board. They will schedule make-up games as directed by the president. They can coach. They will schedule coach's meetings. They will work with other coordinators on practice times.

### ARTICLE X –MANAGERS, COACHES AND UMPIRES

#### Section 1

Team Managers and Coaches shall be appointed annually by the President, and be approved by the Board of Directors. Manager shall be responsible for the selection of their teams and for their actions on the field. Regulation 1(b).

Managers are responsible for turning in their team's uniforms and equipment on or before Labor Day.



## 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 actions on the field. Regulation 1(b).

## ARTICLE XI -AFFILIATION

### Section 1

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

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

### Section 2

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

### Section 3

**Local League Rules.** The local rules of this Local League shall be adopted by the Board of Directors at a meeting to be held not less than one month previous to the first scheduled game of the season, but shall in no way conflict with the Rules and Regulations of Little League Baseball, Incorporated.

## ARTICLE XII -FINANCIAL AND ACCOUNTING

### Section 1

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

### Section 2

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

### Section 3

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

### Section 4

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

### Section 5

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

Section 6

All monies received, including Auxiliary Funds, shall be deposited to the credit of the Local League in the Norwest Bank and all disbursement shall be made by check. All checks shall be signed by the Local League Treasurer and such other dissolution of the Local League and after all outstanding debts and claims have been satisfied. the Members shall direct the remaining property of the Local League to another Federally Incorporated entity which maintains the same objectives as set forth herein, which are or may be entitled to exemption under Section 501 (c)(3) of the Internal Revenue Code or any future corresponding provision.

Section 7

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

Section 8

**Distribution of Property upon Dissolution.** Upon dissolution of the Local League and after all outstanding debts and claims have been satisfied, the Members shall direct the remaining property of the Local League to another Federally incorporated entity which maintains the same objectives as set forth herein, which are 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 and By-Laws may be amended, repealed or altered in whole or in part by a majority vote at any duly organized meeting of the Members provided notice of the proposed change is included in the notice of the meeting. Draft of all proposed amendments shall be submitted to Little League Baseball, Incorporated, for approval before implementation.

This Constitution was approved by the Hibbing Little League Membership on \_\_\_\_\_.

This Constitution \_\_\_ is X is not (check one) identical to the model constitution provided by Little League International.

Michael B Daville \_\_\_\_\_ [Signature] \_\_\_\_\_ 2-28-12 \_\_\_\_\_  
President's Name (Print) President's Signature Date

\_\_\_\_\_ 1230404 \_\_\_\_\_ 45-4636041 \_\_\_\_\_  
Little League ID No. Federal ID No. (if available) State ID No. (if available)

Make one copy for the District Administrator and copies for the Local League. *Send original to Regional Headquarters. This Local League's Constitution on file at Regional Headquarters (most recently-approved copy) is the official Constitution of this Local League.*

*Little League Baseball, Incorporated does not limit participation in its activities on the basis of disability, race, creed, color, national origin, gender, sexual preference or religious preference.*