



Hershey Little League Constitution

PO Box 702 Hershey, Pa, 17033
League ID#: 206981
www.HersheyLittleLeague.com

HLL League ID No: 206981
Date Chartered: October 18, 2006
Employer Identification Number (EIN): 86-1177232
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HERSHEY LITTLE LEAGUE CONSTITUTION

1.0 ARTICLE I – League Name

This organization shall be known as the Hershey Little League, hereinafter referred to as “HLL.”

HLL is a non-profit 501 (c)(3), Little League Chartered organization. It was chartered with Little League International on October 18, 2006 and assigned League ID# 206981. HLL obtained 501 (c)(3) status with the Internal Revenue Service in 2008 and is registered with the IRS under EIN 86-1177232. The leagues address is PO Box 702 Hershey, PA. The League Webpage is located at www.hersheylittleleague.com.

2.0 ARTICLE II – Objective and Leagues

2.1 SECTION 1

The objective of the HLL shall be to prepare the youth of our HLL community for the life experience, by teaching life lessons through baseball. HLL’s representatives shall lead the youth by teaching the fundamental ideals of commitment, discipline, team, respect, sportsmanship, honesty, loyalty, courage and respect for authority, so that they may be challenged, stronger and more confident youth.

2.2 SECTION 2

To achieve this objective, the HLL will provide a supervised baseball program, as defined herein, 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 HLL shall operate exclusively as a non-profit educational organization providing a supervised program of instructional and 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.

2.3 SECTION 3

HLL will provide instructional and competitive baseball from ages 4-19 years old. HLL, pursuant to the voting conditions of the Board of Directors, may elect to provide competitive baseball for ages 19 and older.

3.0 ARTICLE III – Membership

3.1 SECTION 1- Eligibility

Any person sincerely interested in active participation to further the objective of this HLL may apply to become a Member.

3.2 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 or the eligibility requirements for their appropriate League or Division in which HLL participates shall be eligible to compete for participation. Fall Ball Player Members are not restricted with regard to residency. . Milton Hershey School children live at the school and thus in Derry Township and are eligible to participate in all HLL leagues. Player Members shall have no rights, duties, or obligations in the management of the HLL.
- (b) **Regular Members:** Any adult person actively interested in furthering the objectives of the HLL may become a Regular Member upon election and payment of dues as hereinafter provided. The secretary shall maintain the roll of membership to qualify voting members. Only Regular Members in good standing are eligible to vote at General Membership Meetings. All Officers, Board Members, Committee Members, Managers, Coaches, Volunteer Umpires and other elected or appointed officials must be active Regular Members in good standing. The term Regular Member and Member shall be used interchangeably though out this document.

Regular Members of the league automatically include all current Managers, Coaches, Volunteer Adult Umpires, Board Members, Commissioners, Committee Members, Officers of the Board and any other person who is recognized by the Board as a volunteer in the HLL, including those volunteers with the following titles:

- *Manager, Coach , Assistant Coach, Practice Coach, Concessions Volunteers*
- *Scorekeeper, Team Representative, Volunteer Adult Umpire*

3.3 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 HLL.
- (b) HLL Board of Directors and Regular Members shall not be actively engaged in the organizational leadership or promotion of any other baseball program for which HLL Player Members are eligible, that is in conflict with the HLL season.
- (c) This clause is primarily intended to allow players and coaches that participate in weekend, external travel leagues to also play in HLL provided that the travel team participation does not directly conflict with and negatively impact the HLL team.

3.4 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 the HLL and/or Little League Baseball. The Member involved shall be notified of such meeting, informed of the general nature of the charges and given an opportunity to appear at the meeting to answer such charges.
- (b) The Board of Directors shall, in case of a Player Member, give notice to the manager of the team for which the player is a Player Member. Said manager shall appear, in the capacity of an advisor, 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).

4.0 ARTICLE IV – Dues

4.1 SECTION 1

Dues for Regular Members (not players) may be fixed at such amounts as the Board of Directors shall determine for a particular fiscal year. (See Article XI, Section 7 for fiscal year of this league.). Dues for Regular Members are separate from registration fees for Player Members, which are determined annually by the Board of Directors in accordance with Regulation XIII (c). If no dues for Regular Membership are collected, Section 2 below does not apply. The Board of Directors for HLL shall determine by December 1 whether dues will be collected the following year.

4.2 SECTION 2

Should the Board of Directors for the HLL assess dues for a particular year, Regular Members who fail to pay their fixed dues within thirty (30) 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 (e.g., voting).

4.3 SECTION 3

In accordance with Little League Baseball, Incorporated Regulation XIII(c), at no time should payment of any fee be a prerequisite for participation in the HLL program. Prerequisites for participation in the HLL may include but not necessarily be limited to participation in tryouts, participation in team functions and meeting the HLL code of conduct.

5.0 ARTICLE V – General Membership Meetings

5.1 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.

5.2 SECTION 2- Notice of Meeting

Notice of each General Membership Meeting shall be scheduled and posted electronically via website, on or before January 1st of each year 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.

5.3 SECTION 3- Quorum

At any General Membership Meeting, the presence in person or representation by absentee ballot of 20 members shall be necessary to constitute a quorum. If a quorum is not present, no business shall be conducted.

5.4 SECTION 4- Voting

Only Regular Members shall be entitled to make motions and vote at General Membership Meetings. However, 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 VI, Section 4).

5.5 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. Absentee ballot forms shall be posted on the HLL website. The absentee ballot shall be properly completed, signed and returned in a sealed envelope to the Secretary prior to the voting portion of the General Membership Meeting. Regular Members may also submit their ballots via electronic means by sending an email to the President and a copy to the Secretary. 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.

5.6 SECTION 6- Annual Meeting of the Members and Board Elections

The Annual Meeting of the Members of the HLL shall be held on or about the 2nd Sunday of September at 6:30 pm 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 the HLL a report, verified by the President and Treasurer, or by a majority of the Directors, showing:

- The condition of the HLL, to be presented by the President or his/her designate
- A general summary of funds received and expended by the HLL for the previous year, the amount of funds currently in possession of the HLL, and the name of the financial institution in which such funds are maintained.
- The whole amount of real and personal property owned by the HLL, where located, and where and how invested.

- 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.
 - The names of the persons who have been admitted to regular membership in the HLL during such year. This report shall be filed with the records of the HLL and entered in the minutes of the proceedings of the Annual Meeting. A copy of such report shall be forwarded to Little League Headquarters.
- (b) The number of Directors on the Board of Directors shall be set initially at 17 (seventeen) members upon enactment of this Constitution. The number of Directors shall be reduced periodically due only to resignations or termination as may occur until the number Directors reaches 15 (fifteen). No vacancies on the Board of Directors due to resignation or termination shall be filled whenever the number of Directors exceeds 15 (fifteen) such positions. Elections by the General Membership shall occur at the Annual Meeting following the expiration of any term or terms of a Director or Directors regardless of the number of Directors.
- (c) After any vacancies on the Board of Directors are filled, whether by election or appointment, the Board shall meet to elect the officers at the first meeting of the Board following the annual General Membership Meeting. This first meeting shall be held within 30 days of the election. Both the incoming and outgoing board members shall attend the “first meeting” of the Board where the duties will be assumed by the incoming Board. The officer’s term of office shall continue for 1 year, at which time their successors are elected and qualified under this section. Officers may run for re-election annually.
- (d) The Officers of the Board of Directors shall include, at a minimum, the President, one or more Vice Presidents, Treasurer, Secretary, and a Safety Officer. The Board shall also include a minimum of one volunteer umpire (exempt if no umpire is willing). Only volunteer umpires may be elected to the Board.

5.7 SECTION 7- Special General Membership Meetings

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 the 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 more than Ten (10) days after the request is received by the President or Secretary.

5.8 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 the HLL.

6.0 **ARTICLE VI – Board of Directors**

6.1 **SECTION 1- Authority**

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

6.2 **SECTION 2- Increase in Number**

Any change to the number of Board of Directors may be proposed at any General Membership Meeting or Special Meeting of the Members. If the number of directors is proposed to be changed, such change shall be by a two-thirds majority vote of the existing Board of Directors and by a simple 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.

6.3 **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. Persons appointed by the Board of Directors to complete a vacated term shall occupy that position until the completion of the original elected term of the vacating member. Vacancies may not be filled if the number of Directors exceeds 15(fifteen) (pursuant to Article V, Section 6, paragraph (b)) unless the General Board has approved an expansion in the number of Directors at a previous General Membership Meeting.

6.4 **SECTION 4- Board Meetings, Notice and Quorum.**

Regular meeting 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 (5) 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 scheduled by the Secretary electronically by posting Board meeting on the HLL website and by email to Board of Directors.
- c) A majority of 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. Transaction of business is defined as business of HLL that requires a vote for action.
- 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.

6.5 **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 the HLL as 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, Officer, Committee member, or Regular Member of the HLL in accordance with the procedure set forth in Article III, Section 4 (a, b).

6.6 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 the HLL.

6.7 SECTION 7- Term

- a. Each Director shall be elected for a term of 3 years. Each Director shall remain in office so long as the Director is in good standing.
- b. Directors may resign at any time. In the event of a resignation by one or more Directors, said positions may be filled by a majority vote of the remaining board members unless so limited by the provisions of Article V, Section 6, paragraph (b). Each Director may nominate a maximum of one person to fill any vacated position or positions.
- c. Whereas the current number of Director positions is seventeen, terms shall be staggered so that annually five or more positions shall be elected at any annual General Membership Meeting.
 - i. In the event that the number of Directors is changed at a General Membership Meeting, at no time during any annual General Membership Meeting shall less than thirty three percent of the Board of Director positions stand for election. In the event of a conflict between the terms of existing Directors and this clause, the provisions of this clause shall take precedence. At such time, the Board of Directors shall by a two-thirds vote determine which positions shall stand for election so that no less than thirty three percent of the Board of Directors shall stand for election at one time.
 - ii. Following the ratification of this Constitution, the Board of Directors shall by a two-thirds vote, allocate the aforementioned terms to the specified existing Board of Directors and such vacant positions as may exist. No other business of the Board may be conducted until the Initial Terms of the Board of Directors are so allocated. The Secretary shall record the allocation of terms and maintain an accurate record of persons filling each term.

6.8 SECTION 8- Board Eligibility

- a. The elected Director or Officer shall remain in office with voting rights, as long as they are in good standing.
- b. Elected Directors or Officers may not miss more than three (3) consecutive regularly scheduled full Board meetings during their term to remain in good standing. A Board member's office is immediately determined to be open, upon missing the 3rd meeting. The Director or Officer loses all voting rights.
 - The Board member that lost the office may not vote again until reelected or reinstated. The Board member must apply to the Board of Directors for reinstatement and may be reinstated by a majority vote of the Board of Directors.

- To fill a vacancy on the Board of Directors, the above procedures in Article VI, Section 3 must be followed.
- The Board of Directors may appoint a non-voting Officer to fill the vacancy following procedures in Article VII, Section 1.

6.9 SECTION 9- Election/Nomination Eligibility

Each nominated or elected Board Member must meet the following requirements:

- a. Are General Board Members, Directors or Commissioners in good standing from the prior season.
- b. All Board members must reside in Derry Township and have either:
 - a child participating in the upcoming Hershey Little League Season, or
 - served on the Board for 2 consecutive years without any lapse, or
 - served as a volunteer/member of the league for 3 consecutive years
- c. Election Eligibility
 - a. Any new perspective member, not having served as a non-voting Director or Commissioner must:
 - a. Have fulfilled their HLL volunteer position in the immediately preceding year, and
 - b. submitted their request in writing to the Secretary stating their intention to stand for election to the Board of Directors.
 - b. Nomination to fill vacancy on the Board of Directors
 - a. Each member of the Board of Directors may only nominate or sponsor one (1) new perspective member per year to fill any vacancies that may occur.
- d. Newly elected Board members may not nominate or sponsor any new members until the next general election.
- e. A spouse of another Board member is not eligible to hold or run for any office with voting capacity.

7.0 ARTICLE VII – Duties and Powers of the Board

7.1 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 of Directors by the membership or have been appointed to fill a vacancy on the Board of Directors.

7.2 SECTION 2- President.

The President shall:

- c. Conduct the business affairs of the HLL and execute the policies established.
- d. Present a report of the condition of the HLL at the Annual Meeting.

- e. Communicate to the Board of Directors such matters as deemed appropriate, and make such suggestions as may tend to promote the sustainable welfare of the HLL.
- f. Be responsible for the conduct of the HLL 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 HLL by that organization.
- g. Designate in writing other officers, if necessary, to have power to make and execute for/and in the name of the HLL such contracts and leases they may receive and which have had prior approval of the Board.
- h. Investigate complaints, irregularities and conditions detrimental to the HLL and report thereon to the Board of Directors as deemed appropriate.
- i. Prepare and submit an annual budget to the Board of Directors and be responsible for the prudent fiscal management and execution thereof.
- j. With the assistance of the Vice President and Chairman of Baseball Operations, 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.

7.3 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. 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.
- c) Serve as the Chairman of the Baseball Operation Committee.

7.4 SECTION 4- Secretary

The Secretary shall:

- a) Be responsible for recording the activities of the HLL 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 the HLL, the Board of Directors and Committees.
- d) Maintain a list allocating the length of terms of the Board of Directors
- e) Keep the minutes of the meetings of the Members, the Board of Directors and the 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) Coordinate and oversee all public press releases.
- h) Notify Members, Directors, Officers and committee members of their election or appointment.

7.5 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.
- b. Receive all monies and securities, and deposit same in a depository approved by the Board of Directors.
- c. Keep records for the receipt and disbursement of all monies and securities of the HLL, including the Auxiliary, review and 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 (see Article XI, Section 4).
- 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 Headquarters.
- f. Monitor and report out on concession expenses and income.
- g. Maintain and provide routine budget updates at each HLL meeting, as determined by the Board of Directors.
- h. Recommend audits when deemed necessary.
- i. Oversee the fundraising program.
- j. Oversee subcontracted service agreements and contract management.

7.6 SECTION 6- Commissioners

The Commissioner shall be accountable for the overall coordination, management and operational success of the League Division they oversee:

- 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 or duly authorized representative in verifying residence and age eligibility.
- c) Coordinate, design and conduct the player assessments, the player draft and all other player transactions or selection meetings.
- d) Coordinate and Manage the All-Star selection process.
- e) Coordinate the nomination of Head Coach and first assistant to the Baseball Operations Committee.
- f) Manage and coordinate team rosters, necessary call-ups and the rescheduling of games due to weather.
- g) Prepare for the President's signature and submission to Little League Headquarters, team rosters, including players' claimed, and the tournament team eligibility affidavit.
- h) Notify Little League Headquarters of any subsequent player replacements.

7.7 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 youngsters and all participants of Little League Baseball.
- b) Develop and implement a plan for safety of activities, equipment and facilities through education, compliance and reporting.
- c) In order to implement a safety plan using education, compliance and reporting, the following suggestions may be utilized by the Safety Officer:

- Education – Should facilitate meeting and distribute information among participants including players, managers, coaches, umpires, league officials, parents, guardians and other volunteers for program awareness.
- Compliance – Should promote safety compliance leadership by increasing awareness of the safety opportunities that arise from these responsibilities.
- Reporting – 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.

7.8 **SECTION 8- League Communications Officer.**

The League Communication Officer is accountable for facilitating all League Communications that shall at a minimum include:

- a) Manage the League’s official website and social media;
- b) Set up online registration and ensure the league rosters are uploaded to Little league;
- c) Set up the League’s Schedules and upload onto League’s official website;
- d) Assign online administrative rights to player parent’s, guardians and other local volunteers
- e) Set-Up the creation of team web sites for managers, coaches, and parents;
- f) Ensure that league news, events, photos, real-time/live scoring technology, scores and statistics are updated online on a regular basis;
- g) Collect, post, and distribute important on league activities including direct dissemination of League program events, promotions, fund-raising, sponsor activities and for distributing information to league members and to Little League Baseball.
- h) Manage HLL Website content and all social media outlets (e.g. Facebook, Twitter)

7.9 **SECTION 9- Other Officers**

Other Officer positions of the Board of Directors as described on the league’s official website, provided that position is properly created pursuant to Article VI, Sections 2 and 3, and that the Officer is properly appointed and/or elected pursuant to Article VII, Section 1.

8.0 **ARTICLE VIII – Leaders and Committees**

The Board of Directors shall administer the business of HLL through Campaign Leaders and Committees. Each Board of Director Member shall Chair and/or Co-Chair a Campaign and Committee. These Leaders and Committees are listed under Artivle VIII and IX. The Board encourages the Campaign Leaders to recruit volunteer committee members as necessary to assist in achieving HLL objectives.

8.1 **SECTION 1- Registration Leader.**

Under the direction of the Board of Directors, the purpose of the Registration Leader is to manage the annual League player and team registration process initiative for all League events that shall include but is not limited to:

- Develop the League Registration Marketing & Communication strategy;
- Collaborate with the League Communications Officer to set-up online League Program and Event registrations;
- Coordinate player registration for the Spring and Fall seasons;
Coordinate event registrations for League events (e.g. camps, clinics, tournaments);

8.2 SECTION 2- Finance and Business Committee

The purpose of this Committee is to create the annual Financial Budget and to manage the business affairs of HLL to deliver the funds and supplies for a successful season within the constraints of the budget. Standing Committee members include:

- Treasurer (Chairperson)
- President
- Vice President
- Secretary
- Equipment Manager
- Field Commissioner

8.3 SECTION 3- Baseball Operations Committee

The purpose of this Committee is the responsibility to design and implement an operational framework model to coordinate, manage and supervise all League baseball activities including, but not limited to:

- Recommend to the Board of Directors annual coaching nominations and appointments;
- Player assessments;
- team(s) formations, definition of Local Rules;
- Scheduling baseball practice, games playoff schedules and umpires; Evaluations and recommendations to the Board of Directors participation in and/or hosting of post-season tournaments;
- Standing Committee Members include:
 - Vice President (Chairperson)
 - Commissioners (Tball, Colts, Minors, Majors, etc.)
 - Chief Umpire
 - Tournament Director(s)

8.4 SECTION 4- Code of Conduct Committee

The purpose of this Committee is to monitor and enforce player, manager, coach, umpire, and parent behavior within the rules and regulations of Little League® and Hershey Little League. The Board shall appoint five (3) Directors (in good standing) plus two (2) alternates of the Board to this committee. The members of the Code of Conduct Shall include:

- President
- Safety Officer
- 3 Board of Directors that are not participating in the League as Commissioner, Manager, Coach or Assistant Coach. 2 Additional alternate members with same qualifications. In the event that the aforementioned 3-Board of Directors do not meet the conditions as set forth, then the Board of Directors will preside.

9.0 ARTICLE IX – Other Committees

9.1 SECTION 1- Concession Leader

The Concession Leader oversees the operations and management of HLL concessions for all HLL events, under the oversight of the Treasurer. The Concessions Leader, on behalf HLL and subject to HLL Board of Directors approval, coordinate volunteer efforts to provide concessions or to solicit and enter into concessions' contract service

agreements that provide quality food and beverage service to the HLL and Hershey Baseball community for all HLL events. The Concession Leader is accountable for the preparation of bids, as necessary, to solicit bids from concession vendors that; 1.) provide quality food/beverage service and 2.) selected vendor shall provide profit sharing with HLL for the rights to vend concession at all HLL events. Such bids, are non-exclusive; for that HLL reserves the right to other fundraising and concession service opportunities for special events. The Concession Leader is responsible for ensuring the Baseball Operations communication plan and event schedule with all concession vendors. Concession Leader is responsible for collaboration with concession vendors regarding menu and theme nights to enhance the HLL event concession experience. Concession Leader is responsible for securing Concession sponsors and promoting concessions with the HLL Website.

9.2 SECTION 2- Fundraising Leader

The Fundraising Leader designs, under the oversight of the Treasurer, organizes and recommends to the Board of Directors on an annual basis, an Annual Fundraising Campaign that includes, but is not limited to:

- 9.2.1 Mandatory Fundraising Program(s)
- 9.2.2 Voluntary Community-Based Fundraising Events
- 9.2.3 Buy Back Fee: - If a buy back fee is agreed to by the HLL Board of Directors, the Seasonal Registration will be designed to accommodate this buy back option for player parent selection, resulting in a reduced registration player fee.
- 9.2.4 The Annual Fundraising Campaign shall be finalized by December 1st prior to the upcoming Season.

9.3 SECTION 3 - Sponsorship Leader

The Sponsorship Leader, under the oversight of the Treasurer, designs the marketing strategy and annual sponsorship campaign for the League's teams and events.

- The Annual Sponsorship Campaign shall be finalized by November 30th prior to the upcoming Season.
- The Sponsorship Leader shall identify Corporate Sponsors and Organizations that support 501C(3) youth organizations through Corporate Giving, Social Sustainability and Philanthropy initiatives; and make application to those Organizations on behalf of HLL.
- Annual Sponsorship Campaign Fees may vary and are at the discretion of the Board of Directors.
 - Sponsors shall be sought at a minimum for the following HLL initiatives:
 - Regular Season, All-Star and Fall Ball teams;
 - HLL Tournament Event Sponsors
 - HLL Tournament / Event Field Sponsors
 - HLL Field Preparation Sponsors
 - HLL Event / Clinic sponsors
 - Opening Ceremony sponsors
 - Championship Weekend sponsors
 - HLL Website sponsor
 - HLL Registration sponsor
 - HLL Equipment sponsor

9.4 SECTION 3 - Uniform Leader

The Uniform Leader, under the oversight of the Baseball Operations Committee and in association with the Annual Sponsorship Campaign as defined under Article IX, Section 3, shall be responsible for the League Spirit Wear Campaign and the overall management of the annual uniform procurement, player sizing and distribution process for the League, Legion and 19+ age group excluded.

- Player uniform sizing shall be incorporated into the Player Registration form, so that the League can capture data/information at time of player registration. Player uniform sizing shall be confirmed at Player Assessments.
- All uniforms shall be delivered to League within 1-Week prior to League Photo Day.
- Regular Season Uniforms Shall Consist of the following, as approved by the Board of Directors:
 - Tee-Ball – hats, shirts, pants & socks
 - Colts – hats, shirts, pants & socks
 - Minors, Majors and Teener’s – hats, shirts & socks
- All-Star Team Uniforms shall consist of the following for all designated age level All-Star Teams, as approved by the Board of Directors:
 - An All-Star universal style hat exclusive to all All-Star Teams
 - Shirt with sponsor and player names
 - Pants with belts
- One universal hat shall be procured and distributed across all League Divisions, Legion and 19+ age groups excluded.
- Uniforms, vendors, and budget shall be approved by the Board of Directors.
- Little League emblem shall be affixed to all Major and Minor level team uniform shirts.
- Team sponsors shall be affixed to the back or sleeve of all league team uniform shirts and sponsor logos on hats, as determined by the Annual Sponsorship Campaign.

9.5 SECTION 4 - Equipment Leader

The Equipment Leader, under the oversight of the Baseball Operations Committee and in association with the Annual Sponsorship Campaign as defined under Article IX, Section 3, shall be responsible for the overall inventory management of the League’s equipment.

The Equipment Leader shall provide a recommended equipment inventory list for purchase along with a budget estimate to the Board of Directors by October 1st of each year for the League’s Annual budget planning.

Upon Board of Directors approval, the Equipment Leader shall manage the procurement coordination, delivery, distribution and retirement of all League equipment across all divisions, except where the following exclusions apply:

- **TeeBall and Colts** - Team Bags will be distributed to each Head Coach that includes, but are not limited to the following equipment:
 - Helmets, select bats, 1-dozen practice baseballs, batting tee, sufficient number of game balls and catcher's equipment
- **Minors and Majors** – Team Bags will be distributed to each Head Coach that includes, but are not limited to the following equipment:
 - Helmets, 1-dozen practice baseballs, batting tee, sufficient number of game baseballs and catcher's equipment.
- ***Sr. Teener / Teener A, B & C** – Team Bags will be distributed to each Head Coach that includes, but are not limited to the following equipment:
 - Helmets, two Coach's helmets, 1-dozen practice baseballs, sufficient number of game baseballs.
- ***Legion** – a Team Bag will be distributed to the Head Coach that includes, but is not limited to the following equipment:
 - Helmets, two Coach's helmets, 2-dozen practice baseballs, sufficient number of game baseballs and a dozen wood bats.

***NOTE** – HLL shall provide awareness notifications to its Members and provide new equipment, as determined by the Board of Directors, to comply with applicable equipment restrictions, requirements and specifications.

9.6 SECTION 5 SCHEDULE LEADER

The Schedule Leader, under the oversight of the Baseball Operations Committee and in association with League Communications Leader, shall be responsible for the overall development and management of the League's event and activity schedules, which are to be uploaded to the League's website and maintained daily, including but are not limited to:

- Annual Registration period
- Player Assessments
- Regular season practice and game schedule
- Playoff practice and game schedule
- League Photo Day
- Opening Ceremonies
- Championship Weekend
- Tournaments

9.7 SECTION 5 FIELD MANAGEMENT LEADER

The Field Management Leader will have the overall accountability and responsibility for managing the annual field maintenance, game preparation and manageable field repairs. The Field Management Leader shall assemble a Field Prep Team that will conduct all field game preparations for the duration of the HLL / SDP Season events.

This assignment shall include the season end closure of fields, cages, dugouts, bases and the season opening of fields. The Field Management Leader shall coordinate with the Board of Directors to identify necessary capital projects to maintain safe playing conditions, existing conditions and/or necessary improvement projects that will enhance the overall baseball experience. The Field Management Leader shall provide an Annual Budget to the Board of

Directors, on or before October 1st for the upcoming season. This shall include, but is not limited to the following:

- Field maintenance supply materials (e.g. clay, diamond dry, lime etc.)
- Field maintenance tools (rakes, hoses, garbage cans, tampers, rollers)
- Scoreboards, controllers, lights, microphones
- Field/Cage netting
- Bleacher repairs or replacement
- Capital investments

The Field Management Leader is responsible for scheduling an Annual Field Preparation and Maintenance workshop for all Coaches and field prep crew members.

9.8 SECTION 6 PLAYER DEVELOPMENT LEADER

The League Player Development Leader, under the direct oversight of the Baseball Operations Committee, shall form a Baseball Program Development Committee (BPDC) that is responsible for the overall League program skill and talent development. The Player Development Leader will manage the overall design, development and implementation of a program that provides a consistent baseball coaching philosophy and vernacular; that seeks to build the talent depth across the League, which will enhance the overall baseball skill and performance experience.

The BPDC shall make recommendations to the Board of Directors for investments that support enhancing the League's program level of skill and competition, which may include but is not limited to:

- Specialized Third Party Clinics
- Specialized Instructors
- Coaching Manual
- Player Improvement Manual

10.0 ARTICLE X – Affiliation

10.1 SECTION 1- Charter

The HLL shall annually apply for a charter from Little League Baseball, Incorporated, and shall administer the business operations of HLL in compliance with the rules and regulations of Little League Baseball, Incorporated

10.2 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 HLL and where applicable other State, County and local league rules shall apply for those Teams not chartered in association with Little League Baseball Incorporated (e.g. Legion, Teener's etc..).

Failure of coaches to comply with Official Playing Rules and Regulations having jurisdiction over said Teams, shall result in disciplinary action as determined by the Board of Directors.

10.3 SECTION 3- Local Rules, Ground Rules and/or Bylaws

The local rules, ground rules and/or bylaws of this HLL 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, ground rules and/or bylaws of this HLL remain valid each year. They may be changed by majority vote of the Board. These rules are not considered part of this Constitution.

11.0 ARTICLE XI – Financial Accounting

11.1 SECTION 1- Authority

The Board of Directors shall decide all matters pertaining to the finances of the HLL 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.

11.2 SECTION 2- Contributions

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

11.3 SECTION 3- Solicitations

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

11.4 SECTION 4- Disbursement of Funds

The Board of Directors shall not permit the disbursement of HLL funds for other than the conduct of League business and event activities in accordance with the rules, regulations and policies of Little League Baseball, Incorporated. All disbursements shall be made by check or via electronic payment. All disbursements, whether by check or by electronic means, shall be made only after the approval of an Expenditure Authorization form for said payment, which approval shall require the signature of two Board of Directors so authorized to approve payments . All checks shall be signed by the HLL Treasurer and one other member of the Board of Directors.

11.5 SECTION 5- Compensation

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

11.6 SECTION 6- Deposits

All monies received, including fundraisers, and concessions, shall be deposited into the HLL selected bank account.

11.7 SECTION 7- Fiscal Year

The fiscal year of the HLL shall begin on January 1 and end on December 31.

11.8 SECTION 8- Distribution of Property upon Dissolution

Upon dissolution of the HLL and after all outstanding debts and claims have been satisfied, the Members shall direct the remaining property of the HLL to another Federally Incorporated entity which maintains the same objectives as set forth in Article II 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.

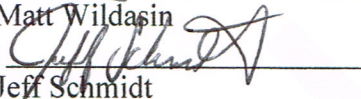
12.0 ARTICLE XII – Amendments

This Constitution may be amended, repealed or altered in whole or in part only by a two-thirds vote of the Board of Directors and by a majority vote of the General Membership at any duly organized General Membership meeting 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.

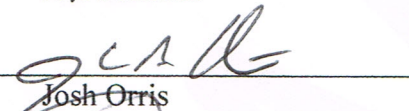
This Constitution was approved by the Hershey Little League Board of Directors on December 13, 2015.

President: 

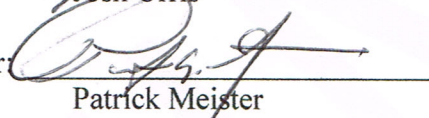
Matt Wildasin

Vice President: 

Jeff Schmidt

Secretary: 

Josh Orris

Treasurer: 

Patrick Meister

HLL League ID No: 206981

Employer Identification Number (EIN): 86-1177232