



**Airdrie Little League
Constitution and Bylaws
2025**

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ARTICLE III - MEMBERSHIP

SECTION 1 - ELIGIBILITY

Eligibility - Any person who is a resident of the State of Florida and who is at least 18 years of age at the time of application and who is not a member of any other organization of the same or similar nature shall be eligible for membership in the League. The League may, at its discretion, accept for membership any person who is a resident of the State of Florida and who is at least 18 years of age at the time of application and who is not a member of any other organization of the same or similar nature.

SECTION 2 - CLASSES

Classes - There shall be two classes of members:

Regular Members

Regular Members - Any person who is a resident of the State of Florida and who is at least 18 years of age at the time of application and who is not a member of any other organization of the same or similar nature shall be eligible for membership in the League. The League may, at its discretion, accept for membership any person who is a resident of the State of Florida and who is at least 18 years of age at the time of application and who is not a member of any other organization of the same or similar nature.

AIRDRIE LITTLE LEAGUE CONSTITUTION AND BYLAWS

ARTICLE I – NAME

SECTION 1 – ASSOCIATION NAME

This Organization shall be known as the Airdrie Little League Baseball Association hereinafter referred to as “Airdrie Little League” or “ALL” or “The League”. The League may also operate and be known as “Airdrie Minor Baseball”.

SECTION 2 – LEAGUE ID NUMBER

Airdrie Little League’s ID Number with Little League Baseball Incorporated, Williamsport Pennsylvania is **5510310**.

SECTION 3 – CORPORATE ACCESS NUMBER

Airdrie Little League’s Alberta Corporate Access Number is **503616989**.

ARTICLE II – OBJECTIVE

Our vision is to foster a positive and inclusive environment where young athletes can develop their skills and love for the game, while building character, teamwork, and sportsmanship.

Our mission is to provide children in our community with the opportunity to learn and play the game of baseball in a safe, supportive and fun environment. We strive to promote leadership, dedication and personal development through fair play, hard work and respect for others.

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

ARTICLE III - MEMBERSHIP

SECTION 1 - ELIGIBILITY

Eligibility - Any person sincerely interested in active participation to further the objective of Airdrie Little League may apply to become a Member. Regular Membership shall be automatic upon completion of a membership application and payment of dues/fees, unless declined by the Board for just cause (e.g., prior suspension or conduct detrimental to the League). Decisions of the Board may be appealed to the membership at the next General Meeting.

SECTION 2 - CLASSES

Classes - There shall be the following classes of Members:

Player Members

Any player candidate meeting the requirements of Little League Regulation IV shall be eligible to compete for participation. Player Members shall have no rights, duties or obligations in the management or in the property of the League.

Regular Members

Any adult person actively interested in furthering the objectives of the League may become a Regular Member upon election and payment of dues as hereinafter provided. Regular Members may be issued a card numbered in sequential order annually. The secretary shall maintain the roll of membership to qualify voting members.

Note: 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 Board elected or appointed officials must be active Regular Members in good standing.

Any intention of resignation of elected or appointed officials must be first brought to the attention of the President in the form of a verbal or written communication, upon which time the President may elect to accept the resignation. An official resignation of any Regular Member must be then made in writing, addressed to the President of the League.

As used hereinafter, the word "Member" shall mean a Regular Member unless otherwise stated.

SECTION 3 - CONDUCT AND DISCIPLINE

The Board of Directors, by a 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 Player Member or Regular Member when the conduct of such person is considered by the Board, to be detrimental to the best interests of The League and/or Little League Baseball, other affiliated organizations, or in violation of The League's Bylaws. The Member involved shall be notified of such meeting, informed to the general nature of the charges and given an opportunity to appear at the meeting to answer such charges.

The Board of Directors shall, in the case of a Player Member, give notice to the Manager/Coach of the team of which the player is a member. Said Manager shall appear in the capacity of an advisor, The player's parent(s) or legal guardian(s) may also be present 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.

Right of Appeal: Any Member so disciplined, suspended, or terminated shall have the right to appeal the decision to the membership at the next General Meeting, where a majority vote of the Regular Members present shall confirm or overturn the Board's decision.

ARTICLE IV – DUES

SECTION 1 - REGULAR MEMBERS

Dues for Regular Members may be fixed at such amounts as the Board of Directors shall determine prior to the beginning of any membership period which shall constitute the period between Annual General Meetings. Regular Members who fail to pay their dues within thirty (30) days from the time same become due, will by majority vote of the Board be dropped from the membership roll and shall forfeit all rights and privileges of membership.

SECTION 2 - PLAYER MEMBERS

Dues for Player Members may be fixed at such amounts as the Board of Directors shall determine prior to the beginning of any membership period. Player Members, who fail to pay their dues/registration fees prior to the start of the regular season, will be ineligible to play or participate in Little League Baseball. The Player Agent will act to identify and notify such Player Members. The Player Agent under special circumstances may make other arrangements for payment of dues/registration fees as endorsed by the President, Vice President and Treasurer.

ARTICLE V – GENERAL MEMBERSHIP MEETINGS

SECTION 1 - DEFINITION

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 General Meeting, see Section 6) is required.

SECTION 2- NOTICES OF MEETINGS

Notice of Annual General Membership Meeting: Notice shall be posted on the League Website, online through social media and delivered electronically to each Regular Member at the last recorded email address 14 days in advance of the meeting, setting forth the place, time and purpose of the meeting.

Notice of Special General Membership Meeting: Notice shall be posted on the League Website and delivered electronically to each Regular Member at the last recorded email address 14 days in advance of the meeting, setting forth the place, time and purpose of the meeting.

SECTION 3 - QUORUM

Quorum: At any Special and General Membership Meeting, the presence in person of 60% of the Board of Directors and a minimum of 5 additional Regular Members shall be necessary to constitute a quorum. If a quorum is not present, no business shall be conducted.

SECTION 4 - VOTING

Voting: Only Regular Members in good standing shall be entitled to make motions and vote at General Membership Meetings. All votes must be in person. 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.

If the Board determines a General Membership meeting needs to be held online, the members in person, online and in good standing shall be entitled to make motions and vote at General Membership Meetings.

Electronic participation is permitted in accordance with the Alberta Societies Act.

Absentee Ballots: Absentee ballots and/or voting by proxy will not be used in the League's General Membership Meetings.

SECTION 5 - ANNUAL GENERAL MEETING

Note: The content in SECTION 6 below is included from the Little League Baseball Inc. Sample Constitution and is intended to provide the Board of Directors with guidance on how to organize and run their Annual General Meeting.

Annual Meeting of the Members: The Annual Meeting of the Members of the Airdrie Little League shall be held (insert date/time) _____ for the purpose of 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 League a report, verified by the President and Treasurer, or by a majority of the Directors, showing:

- (1) The condition of the League, to be presented by the President or his/her designate;

(2) A general summary of funds received and expended by the league for the previous year, the amount of funds currently in possession of the 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 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 League during such year. This report shall be filed with the records of the 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.

(b) At the Annual Meeting, the Members shall determine the number of Directors to be elected for the ensuing year and shall elect such number of Directors. The number of Directors elected shall be not less than seven (7).

(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 _____ (mm/dd). The Board's term of office shall continue until its successors are elected and qualified under this section.

(d) The Executive of the Board of Directors shall include, at a minimum, the President, one or more Vice Presidents, Treasurer, Secretary, one or more Player Agents, a Safety Officer and a Coaching Coordinator.

SECTION 6- SPECIAL GENERAL MEMBERS MEETING

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 a minimum of five members, the President or Secretary shall call a Special General Membership Meeting to consider the subject specified in the request. No business other than that specified in the notice of the meeting shall be transacted at any Special General Membership Meeting. Such Special General Membership Meeting shall be scheduled to take place not less than 14 days after the request is received by the President or Secretary.

ARTICLE VI – BOARD OF DIRECTORS

SECTION 1 - AUTHORITY

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

SECTION 2 - INCREASE NUMBERS AND TERM OF OFFICE

Increase in number: The number of Board of Directors so fixed at the Annual Meeting may be increased at any General Membership Meeting or Special Meeting of the Members. If the number is increased, the additional Directors may be elected at the meeting at which the increase is voted, or at any subsequent General Membership Meeting. All elections of additional Directors shall be by majority vote of all Regular Members present.

Term of Office: The Term of Office for the Board of Directors will be a period of one (1) year from election to office until the next Annual General Meeting unless the office is vacated earlier. The Board may, by resolution, adopt staggered terms (e.g., two-year terms with approximately half of Directors elected each year) to promote continuity.

SECTION 3 - VACANCIES

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.

SECTION 4 - REGULAR BOARD MEETINGS

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

Notice of each regular meeting of the Board of Directors shall be given by the Secretary electronically to each Director at least 5 days before the time appointed for the meeting to the last recorded email address of each Director.

Attendance by 60% of the 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.

Only members of the Board of Directors may make motions and vote at Regular meetings of the Board of Directors. However, the Board of Directors may invite, admit and recognize guests for presentations or comments during Board meetings.

SECTION 5 - DUTIES AND POWERS

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 League as it may deem proper, provided such rules and regulations do not conflict with this Constitution.

All Directors and Officers shall declare any real or perceived conflict of interest in matters under consideration by the Board and shall refrain from voting or participating in decisions where such a conflict exists. The declaration shall be recorded in the minutes. Failure to disclose a conflict of interest may result in removal from the Board.

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

SECTION 6 - RULES OF ORDER

Rules of Order for Board Meetings: Robert's Rules of Order shall govern the proceedings of all league meetings, including Board of Directors meetings, except where same conflicts with this Constitution of the League.

ARTICLE VII – DUTIES AND POWERS OF THE BOARD

SECTION 1 - APPOINTMENTS

Appointments: The Board of Directors may appoint such other officers or agents as it may deem necessary or desirable and may prescribe the powers and duties of each. Appointed officers or agents shall have no vote on actions taken by the Board of Directors unless such individuals have been elected to the Board by the membership or have been elected to fill a vacancy on the Board.

SECTION 2 - OFFICERS

Officers: The Officers of the League shall number three (3) and consist of the President, Executive Vice President and Treasurer. These Members have the legal signing authority for all League business. Documentation or paperwork requiring a League signature shall be signed by a minimum of two (2) of these officers.

SECTION 3 - EXECUTIVE

Executive: The Executive of the Board of Directors shall include, at a minimum, the President, one or more Vice Presidents, Treasurer, Secretary, one or more Player Agents, a Safety Officer and a Coaching Coordinator Little League Regulation I (b).

Additional Executive officers of the Board of Directors include: Umpire in Chief, Equipment Manager, Concession and Merchandise Director, Field and Facilities Manager, T-Ball and Blast Ball Director, Rookie Director, Minors Director, Majors Director, Teenage Director.

It is understood that all Executive positions are to be filled by a single Board Member but in some circumstances the President may ask a Board Member to take on more than one position on the Board.

All Executive Members report directly to the President, unless otherwise stated in the League By-Laws.

The role descriptions of each Executive Member may change from year to year as dictated by the evolution and demands of the league over time. At the onset of each year the Executive Board members will receive a list of their duties and responsibilities for the year which will be included in the Detailed Airdrie Little League - Board Duties and Responsibilities Document.

SECTION 4 - PRESIDENT

The President is responsible for the overall leadership and management of the league. Another duty of the President is to execute board policies, ensure strict adherence to Little League Baseball regulations, and maintain the league's conduct. The President communicates with the Board of Directors and makes recommendations to enhance the league's welfare. The President can delegate authority to other officers to handle contracts and leases, provided they receive prior board approval. Their role is to investigate and report on issues detrimental to the league. Additionally, the President prepares the annual budget and season plan for approval by the Board of Directors.

Note: The expanded version is available in the Detailed Airdrie Little League - Board Duties and Responsibilities Document.

SECTION 5 - VICE PRESIDENT

Reports to the President

The Vice President takes on the President's role when necessary and with full authority. The VP performs duties assigned by the Board or President, updates the league's official website, and collaborates on the

development of the annual Season Plan and Budget. The VP oversees the development of coaching binders, coordinates feedback and assessment with the Board, and updates the league schedule. The VP ensures player, coach, and league success throughout the season, reports on player evaluations and team selections, coordinates offseason and preseason activities. The VP plans player evaluations for All-stars and Summer baseball contributing to the league's smooth operation and success (with the support of Player Agent and Coaching Coordinator).

Note: The expanded version is available in the Detailed Airdrie Little League - Board Duties and Responsibilities Document.

SECTION 6 - SECRETARY

Reports to the President

The League Secretary has several key responsibilities, including recording league meetings and maintaining records, files, and member lists. In addition to specific duties, they perform typical secretarial tasks and duties assigned by the Board of Directors. The Secretary books meeting facilities and provides notice for League meetings. Additionally, the Secretary diligently records meeting minutes and ensures their proper storage. This role is vital to effective communication and administration.

Note: The expanded version is available in the Detailed Airdrie Little League - Board Duties and Responsibilities Document.

SECTION 7 - TREASURER

Reports to the President

The Treasurer holds several responsibilities, including receiving and securely depositing all league funds and maintaining meticulous records of financial transactions. This role extends to preparing the league's annual budget and financial report. The Treasurer ensures all expenditures align with established policies, and disbursements require dual signatures for added security. Additionally, the Treasurer is prepared to fulfill any other duties assigned by the Board of Directors, including working with the League's Audit Committee to contribute to the financial transparency and sustainability of the league.

Note: The expanded version is available in the Detailed Airdrie Little League - Board Duties and Responsibilities Document.

SECTION 8 - PLAYER AGENT

Reports to the President

The Player Agent manages player registrations and maintains accurate records. In addition, the Player Agent reviews player applications, verifies eligibility, prepares team rosters for Little League International, reports player replacements or trades, and handles player releases. This role also includes coordinating tryouts and

player selection with Division Directors, Coaching Coordinators, Vice President and President. The Player agent also assists the Coaching Coordinator in developing preseason training plans for all age groups and supports the efficient operation of the league's player-related activities.

Note: The expanded version is available in the Detailed Airdrie Little League - Board Duties and Responsibilities Document.

SECTION 9 - SAFETY OFFICER

Reports to the President

The Safety Officer's role focuses on creating awareness and implementing safety measures within the league. The Safety Officer plays a key role in educating and informing participants about creating a safer environment, which includes players, managers, coaches, umpires, parents, and volunteers. The Safety Officer develops a safety plan that emphasizes education, compliance, and reporting. This includes promoting safety awareness, ensuring incidents are properly recorded and reported, and conducting background checks for the League. The goal is to prioritize the safety of children and all participants in Little League activities, promoting a secure and enjoyable experience.

Note: The expanded version is available in the Detailed Airdrie Little League - Board Duties and Responsibilities Document.

SECTION 10 - COACHING COORDINATOR

Reports to the Vice President

The Coaching Coordinator acts as an advocate for coaches and managers. The role includes presenting a budget for their training to the board and securing support and funding for a league-wide training program. The Coaching Coordinator manages the distribution of training resources, schedules coaching clinics, and gathers feedback through surveys. The Coaching Coordinator collaborates with the Player Agent to develop player evaluation criteria and contributes to the development of a Season Plan for all age groups. The goal is to have training, resources and support for every coach in the league.

Note: The expanded version is available in the Detailed Airdrie Little League - Board Duties and Responsibilities Document.

SECTION 13 - CONCESSION AND MERCHANDISE DIRECTOR

Reports to the President

The Concession and Merchandise Director provides oversight and ensures compliance with provincial requirements and permits. The Director approves annual concession and merchandise budgets, reviews financial records, and ensures Alberta Health Services requirements are met. Day-to-day operations, ordering,

inventory management, staff/volunteer scheduling, and sales tracking may be delegated to League administrative staff under the supervision of the Director. The Director remains accountable to the Board for compliance, financial stewardship, and event-day oversight.

Note: The expanded version is available in the Detailed Airdrie Little League - Board Duties and Responsibilities Document.

SECTION 14 - UMPIRE IN CHIEF

Reports to the Vice President

The Umpire in Chief serves as the coordinator for the local league umpire program, reporting to the League Vice President on its management. In addition, the UIC is responsible for recommending umpires for the regular season and overseeing the recruitment, assessment, and retention of umpires. In alignment with Little League® guidelines, the UIC establishes and implements an umpire training program. The Umpire in Chief ensures effective communication of rule changes to umpires, managers, and coaches and recommends tournament-worthy umpires to the District Umpire Consultant. The UIC also attends umpire training programs at various levels, contributing to the development and quality of umpiring within the league. The UIC will work closely with the Umpire Scheduler to schedule umpires and arrange for their payment.

Note: The expanded version is available in the Detailed Airdrie Little League - Board Duties and Responsibilities Document.

SECTION 15 - EQUIPMENT MANAGER

Reports to the Vice President

The Equipment Manager's role is to manage baseball equipment and uniforms, keeping inventory for annual needs and ensuring equipment remains in good repair. The role also includes the development and updating of a Master Inventory List, along with the distribution of necessary equipment and uniforms to teams and to the diamonds.

Note: The expanded version is available in the Detailed Airdrie Little League - Board Duties and Responsibilities Document.

SECTION 16 - FIELD AND FACILITIES MANAGER

Reports to the Vice President

The Field and Facilities Manager oversees baseball field safety and maintenance, managing equipment and supplies with an approved budget. The role also includes preparing fields for games and practices and having plans for inclement weather recovery. The Field and Facilities Manager ensures Little League rule compliance, aids the Vice President in field usage guidelines, and engages the Little League community for volunteer support, contributing to the smooth operation of the league's facilities. The role also extends to planning and communicating Field improvement projects that align with the League's strategic plan.

* *Note: The expanded version is available in the Detailed Airdrie Little League - Board Duties and Responsibilities Document.*

SECTION 17 - DIRECTORS OF BASEBALL

Directors of Baseball

Directors of Baseball will include: Blast Ball and T-Ball Director, Rookie Director, Minors Director, Majors Director, Teenage Director

Report to the Vice President

The Directors of Baseball are responsible for several league functions. They ensure scores and pitch counts are regularly updated, promote the creation of team websites, and assist in preseason planning and registration. They coordinate coaches' meetings and collaborate with the Vice President to schedule games, practices, and tournaments. The Directors of Baseball also support the Coaching Coordinator in recruiting, training, managers and coaches, and support the Player Evaluation process. They provide support to the Field and Facilities Manager during the season, particularly in managing inclement weather situations. They also contribute to the Season Plan and the development of the Parent and Coach surveys.

Note: The expanded version is available in the Detailed Airdrie Little League - Board Duties and Responsibilities Document.

SECTION 18 - LEAGUE ADMINISTRATOR

The Board of Directors may appoint and employ a League Administrator or other administrative staff to support the operations of the League. The League Administrator shall be a non-voting position, reporting to the Executive (President, Vice President, Treasurer). The Administrator's duties may include scheduling, facility bookings, registration and rostering, communications and social media, financial administration support, concession and merchandise support, and other administrative functions as determined by the Board. Compensation shall be established annually by resolution of the Board and funded through general revenues. Paid staff shall not hold elected Board positions.

ARTICLE VIII – EXECUTIVE COMMITTEE

The League is not required to appoint Board Members to Committees or use this tool of operation to manage the League. However, the committee structure is recommended to engage the Board of Directors, assist with efficiently delegating responsibilities throughout the year, and provide oversight in the operation of the League.

SECTION 1 - APPOINTMENT

Appointment: 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 League.

SECTION 2 - AUTHORITY

Authority: The Executive Committee shall advise with and assist the Officers of the 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, but in no event will the Executive Committee have authority over the Board of Directors.

SECTION 3 - QUORUM

Quorum: At any meeting of the Executive Committee, a majority of the total number of members then in office shall constitute a quorum for the transaction of business, and the act of a majority present at any meeting at which there is a quorum shall be the act of the Committee.

ARTICLE IX – OTHER COMMITTEE AND BOARD POSITIONS

SECTION 1 - AUTHORITY

SECTION 1 - AUDITING COMMITTEE

Auditing Committee: The Board of Directors may appoint an Auditing Committee consisting of three (3) Directors. The President, Treasurer or signatories of checks are not eligible. The Committee will review, at minimum, the League's books and records annually prior to the Annual General Meeting and attach a statement of its 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 Chartered Professional Accountant to accomplish such review.

SECTION 2 - OTHER COMMITTEES AND BOARD POSITIONS

Other Committees: The Board of Directors may appoint additional standing committees consisting of three (3) Directors. The Little League Baseball Inc. Sample Constitution provides several other examples of Standing Committees that Leagues may decide to activate in their League.

Other Board Positions: the Board may add other Board Positions for the specific purpose of filling a need that is not presently addressed.

ARTICLE X – AFFILIATION

SECTION 5 - FINANCIAL TRANSPARENCY AND AUDITS

SECTION 1 - CHARTER

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.

SECTION 2 - RULES AND REGULATIONS

Rules and Regulations: The Official Playing Rules and Regulations as published by Little League Baseball, Incorporated, Williamsport, Pennsylvania, or amended by Little League Canada and/or Little League Alberta shall be binding on this League.

SECTION 3 - LOCAL RULES AND GROUND RULES

Local Rules and Ground Rules: The local rules and ground rules of this League shall be adopted by the Board of Directors at a meeting to be held not less than one month before 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 of this League shall expire at the end of each fiscal year and are not considered part of this Constitution. (See Article XI, Section 8 for fiscal year of the League.

ARTICLE XI - FINANCIAL AND ACCOUNTING

SECTION 1 - AUTHORITY

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

SECTION 2 - CONTRIBUTIONS

Contributions: The Board shall not permit the contribution of funds or property directly 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

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

SECTION 4 - DISBURSEMENT OF FUNDS

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 cheque, league credit or debit card or Interac E-transfers. Disbursements must have dual approval by officers of the league and all cheques shall be signed by 2 of the Officers of the Board of Directors.

SECTION 5 - FINANCIAL TRANSPARENCY AND AUDITS

Financial Transparency: No Board member authorized to disburse funds may be the spouse or family relative of the League President or Treasurer, or have direct access to league funds without the written permission of the chairman of the league's Auditing Committee. The use of a league credit or debit card is permitted, given that the card is returned to the League President, Treasurer, or Chairman of the Auditing Committee with receipt for all purchases made within three (3) days of the purchase date.

Audits: The members of the Auditing Committee shall oversee the preparation of the League's books, accounts and records by the treasurer during the year.

The members of the Board of Directors shall have access to such books and records for an inspection at any time.

The books, accounts and records kept by the Treasurer shall be audited at least once each year by the Auditing Committee or an independent auditor.

The Auditing Committee will review the League's books and records prior to the Annual Meeting and attach a statement of its 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 Professional Accountant to accomplish such review. (Article IX - Audit Committee)

The Board shall receive at the Annual General Meeting of the Members of the League a detailed financial report from the Treasurer, verified by the President, which shall be filed with the records of the League and an abstract thereof entered in the minutes of the proceedings of the Annual General Meeting.

A complete and proper statement of the standing of the books for the previous year shall be submitted at the Annual General Meeting of the League.

SECTION 6 - COMPENSATION

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 a Director, Officer, or Member.

Exceptions:

- The League may elect to compensate umpires on a per-game basis.
- The Board of Directors may appoint and compensate non-voting administrative staff, concession workers, or other support staff as required for League operations.

SECTION 7 - DEPOSITS

Deposits: All moneys received, including sponsorship and fundraising, shall be deposited to the credit of the League in/at a Canadian Chartered Financial Institution.

SECTION 8 - FISCAL YEAR

Fiscal year: The fiscal year of the Local League shall begin on January 1 and shall end on December 31.

SECTION 9 - DISTRIBUTION OF PROPERTY

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 minor sports charity, organization or League which maintains the same objectives and goals for its youth as set forth herein.


ARTICLE XII – AMENDMENTS

This Constitution and Bylaws may be amended, repealed or altered in whole or in part by a majority vote at any duly organized meeting of the Members provided notice of the proposed change is included in the notice of such meeting.

Draft of all proposed amendments shall be submitted to Little League Baseball, Incorporated, for approval before implementation.

This Constitution and Bylaws approved by the Airdrie Little League Membership on (Date): November 6, 2025


President's Name (Print): Don von Holler

President's Signature:  Date: 11/6/25

Vice President's Name (Print): _____

Vice President's Signature: _____ Date: _____

Treasurer's Name (Print): Jeff Lemire

Treasurer's Signature:  Date: Nov 6/25

Little League ID Number: 5810310

Corporate Access Number: 503616989

The passing of this Constitution and Bylaws repeals and renders null and void any previous Constitution and Bylaws of Airdrie Little League Baseball.

Proposed Redline Amendments – Airdrie Little League Constitution & Bylaws (2025)

1. Article VII – Duties and Powers of the Board

Section 3 – Executive (amended)

Current:

Additional Executive officers of the Board of Directors includes; Information Officer, Umpire in Chief, Equipment Manager, Concession and Merchandise Director, Field and Facilities Manager, Sponsorship and Fundraising Director, T-Ball and Blast Ball Director, Rookie Director, Minors Director, Majors Director, Teenage Director.

Revised:

Additional Executive officers of the Board of Directors include: Umpire in Chief, Equipment Manager, Concession and Merchandise Director, Field and Facilities Manager, T-Ball and Blast Ball Director, Rookie Director, Minors Director, Majors Director, Teenage Director.

(Information Officer and Sponsorship & Fundraising Director removed – operational duties reassigned to League Administrator.)

Section 11 – Information Officer (deleted)

Delete entire section.

Duties to be assumed by League Administrator.

Section 12 – Sponsorship & Fundraising Director (deleted)

Delete entire section.

Sponsorship communications and recognition to be supported by League Administrator, with overall oversight by the Board.

Section 13 – Concession & Merchandise Director (amended)

Current:

The Concession and Merchandise Director ensures the proper sanitation and maintenance of concession facilities, maintaining compliance with provincial requirements and permits. The role also includes the purchase and storage of concession products and league merchandise. The Concession and Merchandise Director manages food and merchandise sales at league events, including hiring, training, and monitoring staff or volunteers. The Concession and Merchandise Director reviews and organizes concession-related offerings and discounts, keeping records of sales, purchases, and expenses. The Concession and Merchandise Director, along with the Board of Directors plays a role in developing, purchasing and selling of league-branded materials.

Revised:

The Concession and Merchandise Director provides oversight and ensures compliance with provincial requirements and permits. The Director approves annual concession and merchandise budgets, reviews financial records, and ensures Alberta Health Services requirements are met. Day-to-day operations, ordering, inventory management, staff/volunteer scheduling, and sales tracking may be delegated to League administrative staff under the supervision of the Director. The Director remains accountable to the Board for compliance, financial stewardship, and event-day oversight.

Section 18 – Non-Voting Positions

Current:

- League Scheduler
- Equipment and Field & Facilities Manager Assistant
- Technologist
- Equipment and Field & Facilities Manager Assistant

Revised:

Section 18 – League Administrator

The Board of Directors may appoint and employ a League Administrator or other administrative staff to support the operations of the League. The League Administrator shall be a non-voting position, reporting to the Executive (President, Vice President, Treasurer). The Administrator's duties may include scheduling, facility bookings, registration and rostering, communications and social media, financial administration support, concession and merchandise support, and other administrative functions as determined by the Board. Compensation shall be established annually

by resolution of the Board and funded through general revenues. Paid staff shall not hold elected Board positions.

3. Article XI – Financial and Accounting

Section 6 – Compensation (amended)

Current:

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.

Exception: As required, the League may elect to compensate umpires on a per game basis.

Revised:

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 a Director, Officer, or Member.

Exceptions:

- The League may elect to compensate umpires on a per-game basis.
- The Board of Directors may appoint and compensate non-voting administrative staff, concession workers, or other support staff as required for League operations.