

## COLLEGE GLEN LITTLE LEAGUE

# BY-LAWS

League ID #04050502

### 1. GENERAL

- 1.1 League Colors: The official colors of College Glen Little League (CGLL) shall be Columbia Blue (R:185, G:217, B:235), Navy Blue (R:0, G:0, B:128), and White.
- 1.2 CGLL Board meetings are open to the public unless a closed meeting is warranted.

### 2. BOARD OF DIRECTORS

- 2.1 College Glen Little League Membership – including the Board of Directors – is outlined in the Constitution of College Glen Little League, Article III.
- 2.2 Board of Directors elections and meeting decorum are outlined in the Constitution of College Glen Little League, Article IV.
- 2.3 Duties and powers of the Board are outlined in the Constitution of College Glen Little League, Articles IV and V.
- 2.4 All Board members shall share equally in fulfilling the Director of the Day (DOD) duties. Any member who fails to serve his/her scheduled turns as DOD without being excused prior to their scheduled shift by the CGLL President can be removed from the Board by a two-thirds vote of the Board. If you cannot fulfill your responsibilities as DOD on your assigned day, YOU must arrange for a substitute to fill in for you. The Director of the Day (DOD) duties are as follows:
  - 2.4.1. Unlock and open entry gates (includes park gate).
  - 2.4.2. Unlock the Junior Shed for AED access
  - 2.4.3. Raise the flag prior to the first game.
  - 2.4.4. Empty trash throughout the complex if necessary.
  - 2.4.5. Identify yourself as the DOD to the managers and scorekeeper for each game being played.
  - 2.4.6. Be available to answer questions regarding local playing rules and Little League rules. DOD shall have and make available, if necessary, a copy of the updated CGLL local playing rules and Little League Baseball's Official Regulations, Playing Rules, and Operating Policies.
  - 2.4.7. Observe the spectators; provide necessary assistance to managers in controlling fans enforcing baseball complex rules.
  - 2.4.8. After games, make sure all fields are clean from equipment and trash.
  - 2.4.9. Make sure the scoreboards are turned off from within the snack bar.
  - 2.4.10. Lower the flag after the last game.
  - 2.4.11. Secure equipment room, facility gates and storage sheds.
  - 2.4.12. Escort Snack Bar Closer to their car.

### 3. FINANCES

- 3.1. A Treasurer's report will be read at each Board meeting. The report will include current bank balance(s), past and upcoming expenses, and (if applicable) any tax filing updates.
- 3.2. A total of four (4) credit cards in the name of College Glen Little League are issued to the following Board Members:
  - 3.2.1. Treasurer (Jason Beckstrom)
  - 3.2.2. Equipment Manager (Ray Blaszczyński)
  - 3.2.3. Facilities Director (Steve Landman)
  - 3.2.4. Snack Bar Director (Gabriella Burton)
- 3.3. Expenditures greater than \$500 shall require a Board vote.
  - 3.3.1. Snack Bar purchases to stock the snack bar (e.g. food, beverage, etc.) by the Snack Bar Director(s) are exempt.
  - 3.3.2. Facilities Director(s) are exempt provided the President, Vice President, and Treasurer have approved expenditures. The President shall notify the Board members of these approved expenses at the following meeting.

### 4. PLAYER SELECTION: ROLES AND RESPONSIBILITIES

- 4.1. The method of player selection varies depending on the specific division. Each is outlined below.
- 4.2. If the League President is a Manager in one or more of the baseball divisions, the Vice President will assume the League President's duties in regard to conducting the Draft for those divisions only. All

responsibilities noted for the League President in sections 5-8 will fall to the Vice President for those divisions where the League President is managing a team.

4.3. If both the League President and the Vice President are managing teams in the same division, then the Player Agent would assume the League President's responsibilities for that division.

#### **5. PLAYER SELECTION: T-Ball Division (typically League Age 4-6)**

5.1. There are no "tryouts" or Skill Assessments for players in T-Ball. The Registrar will assign all registered players to teams.

5.2. The Registrar will consider:

5.2.1. The player's league age and experience level.

5.2.2. Any siblings also registered in the division.

5.3. The focus will be on forming teams with roughly an equal mix of players of similar ages and experience levels to promote balanced play among the teams.

5.4. After the Registrar forms the teams, the Team Rosters will be distributed to the managers no later than team announcements.

#### **PLAYER SELECTION: Farm Division (typically League Age 6-8)**

6.1. All players wanting to play in the Farm Division MUST participate in one tryout.

6.2. Teams will be formed using a draft process where players will be selected based on League Age, and the main focus will be on forming teams with roughly an equal mix of players of similar ages and experience levels to promote balanced play among the teams.

6.3. Farm Division Draft Guidelines:

6.3.1. Prior to the draft and selection of the draft order, each Manager has the option of declaring ONE (1) lead Assistant Coach to be part of their team.

6.3.2. If any Manager and/or designated lead Assistant Coach has one (1) or more children that will be playing in that division, those players must be drafted according to the rules specified below.

6.3.3. Prior to the start of the draft, the League President, Registrar and Player Agent will determine the number of players that will be drafted per team based on the available pool of eligible players and will announce that to the Managers.

6.3.4. Only the League President, Vice President, Player Agent, Registrar, Managers and one (1) lead Assistant Coach from each Farm team are allowed in the draft room. The League President can invite other individuals to witness the draft at the League President's discretion. Nobody else is allowed in the draft room unless specifically invited by the League President.

6.3.5. No players automatically return to their teams from a previous year. All players are returned to the draft.

6.3.6. Farm Division Draft Order is determined randomly by each manager selecting their first round draft pick number out of a hat.

6.3.6.1. The draft order will also determine the Farm Tournament seeding, by using reverse draft order. The 1st draft pick will be the lowest seed in the tournament, 2nd pick the second lowest seed, etc.

6.3.7. The draft will be conducted with all eligible players being grouped together by their corresponding League Age. All players in each age group must be selected before moving on to the next age group. The draft will begin with the oldest eligible players (based on League Age) being selected first and proceeding to each younger League Age grouping thereafter, until all eligible players have been selected and placed on a team.

6.3.8. The children of any Manager and designated lead Assistant Coach will be the first draft picks in their respective age grouping based on the player's League Age for the upcoming season.

6.3.9. If a Manager does not intend to draft their child to their team, they must notify the Player Agent at least 48 hours prior to the draft that they will not be selecting their child. The League President and Player Agent must also approve. In this situation, the Manager would not be allowed to draft their child and that player is then made available to be selected by a manager from any other team.

6.3.10. When siblings are in the draft and one is drafted (and the parents/guardians want them to play on the same team), that Manager must select the remaining sibling(s) with their first draft pick(s) in the League Age grouping for those sibling(s).

6.3.11. Besides the children of the Manager and lead Assistant Coach, no other players may be "protected" and/or claimed by a Manager prior to the draft and all other players must be drafted accordingly. This includes additional assistant coaches.

6.3.12. At the conclusion of the draft, Managers can conduct an unlimited number of trades before they leave the draft room on the day of the draft only. Each trade must involve the transfer of the same number of players between teams.

Example: Team #1 could trade two players to Team #5, with Team #5 sending two players back to Team #1. However Team #5 could not send just one player to Team #1 (in the previous example). Additionally, players in the Farm division can only be traded for other players with the same league age.

6.3.13. The Player Agent shall approve all trades. Any trade not approved by the Player Agent is voided.

6.3.14. The League President and Player Agent have the duty to ensure the draft is conducted fairly and without manipulation. They have the authority to void part or all of the draft as required ensuring fair play.

6.3.15. The draft order is a "serpentine" draft. See below for an example:

6.3.16. If there are six (6) Farm teams numbered 1-6, the order of draft (by team number) would be:

- 1st Round: 1, 2, 3, 4, 5, 6 (i.e. in order of draft/team number)
- 2nd Round: 6, 5, 4, 3, 2, 1 (i.e. in reverse order of draft number)
- 3rd Round: 1, 2, 3, 4, 5, 6
- 4th Round: 6, 5, 4, 3, 2, 1

6.3.17. This would continue until all players are drafted. Note that this results in the team with the last pick in each round having the first pick in the next round, essentially having two picks in a row.

#### 6.4. Late Registrants

6.4.1. Farm Division eligible players who register after the draft is complete will be placed on a team by a random draw conducted by at least two of the following individuals: League President, Registrar, and/or Player Agent.

6.4.2. The random draw will begin with the team(s) having the lowest number of players on their roster and will continue until all teams have an equal number of players on their roster. Once all teams have an equal number of players on their roster, then for any subsequent late registrants, any team that receives a player through this process will be removed from consideration until all teams receive one new player each and then this process will be repeated until all late registrants are placed on teams.

6.4.3. If the League President or Player Agent believes an attempt is being made to manipulate the draft through late registration, the League President or Player Agent has sole discretion to place the player on the team of their choosing to ensure team formation is fair and without manipulation.

6.5. Confidentiality: The Draft is to be kept completely confidential, including the player draft order and any trades. Each individual attending the draft is responsible for maintaining confidentiality of the draft and the draft materials. Violation of this rule by a Manager or their lead Assistant Coach is cause for suspension of the Manager.

### 7. PLAYER SELECTION: Upper Divisions

- **Minor Division (typically League Age 9-10)**
- **Major Division (typically League Age 11-12)**
- **Junior Division (typically League Age 13-14)**

7.1. The Minor, Major and Junior Divisions will draft players using the following guidelines when there is more than 1 team playing in any of these respective divisions.

7.2. All players wanting to play in the Minor, Major and Junior divisions MUST participate in at least one tryout.

7.3. The Manager and/or Lead Assistant Coach (from each Minor, Major, Junior team) will be given the opportunity to assess the players on their basic baseball skills during the “tryouts.”

7.4. If a player is unable or does not attend at least 1 tryout, the Player Agent will do the best of their ability to make each Manager aware of the player’s abilities prior to the draft. If that is not possible or if the League President or Player Agent believes an attempt is being made to manipulate the draft, the League President or Player Agent has sole discretion to choose one of the following alternatives:

7.4.1. Allow the player missing the tryouts to enter the draft and be drafted normally, OR

7.4.2. Withhold the player from the draft and place the player on a team of the Player Agent’s choosing, OR

7.4.3. Choose to forfeit the player’s eligibility to play for the season pursuant to Regulation IV, subsection F of the Little League Baseball Official Regulations, Playing Rules, and Operating Policies Rulebook.

7.5. All players league age 13-14 must be drafted to play in the Junior division. All players league age 12 must be drafted to play in Majors, unless a special exception is made by the League President.

7.6. All players league age 10-11 who are not drafted to play in Majors must be drafted to play in Minors, unless a special exception is made by the League President.

7.7. During tryouts and prior to the Major division draft, the Player Agent and Major Managers shall evaluate all eligible players who tryout to determine if they possess the necessary skills to play in Majors. Players that tryout who are evaluated as being “not ready” for Majors will be placed in the Minor Division draft pool.

7.8. During tryouts and prior to the Minors draft, the Player Agent and Minor Managers shall evaluate all eligible players who tryout to determine if they possess the necessary skills to play in Minors. Players that tryout who are evaluated as being “not ready” for Minors will be placed in the Farm Division draft.

#### **7.9. Minor, Major and Junior Draft Guidelines**

7.9.1. Prior to the draft and selection of the draft order, each Manager has the option of declaring 1 lead Assistant Coach to be part of their team. If any Manager and/or designated lead Assistant Coach has 1 or more children that will be playing in that division, those players must be drafted according to the rules specified below.

7.9.2. Prior to the start of the draft, the League President and Player Agent will determine the number of players that will be drafted per team based on the available pool of eligible players who have been deemed to be “ready” to play in each respective Division that season and will announce that to the Managers.

7.9.3. Only the League President, Vice President, Player Agent, Registrar, Managers and 1 lead Assistant Coach from each respective division are allowed in the draft room. The League President can invite other individuals to witness the draft at the League President’s discretion. Nobody else is allowed in the draft room unless specifically invited by the League President.

7.9.4. No players automatically return to their teams from a previous year. All players are returned to the draft.

7.9.5. Each division’s Draft Order is determined randomly by each manager selecting their first round draft pick number out of a hat.

7.9.6. If a Manager does not intend to draft their child to their team, they must notify the Player Agent at least 48 hours prior to the draft that they will not be selecting their child. The League President and Player Agent must also approve. In this situation, the Manager would not be allowed to draft their child and that player is then made available to be selected by a manager from any other team at any point in the draft.

7.9.7. The children of any division Manager will be drafted in the rounds as specified below based on the player’s League Age for the upcoming season:

##### Junior Division:

League Age 14 in the 3rd Round

League Age 13 in the 4th Round

##### Major Division:

League Age 12 in the 3rd Round

League Age 11 in the 4th Round

League Age 10 in the 5th Round  
League Age 9 in the 6th Round

Minor Division:

League Age 11 in the 2nd Round  
League Age 10 in the 3rd Round  
League Age 9 in the 4th Round  
League Age 8 in the 5th Round  
League Age 7 in the 6th Round

7.9.8. Should a manager have more than 1 child with the same League Age for the upcoming season, then 1 child will be drafted as specified directly above and the other child will be drafted in the preceding round.

**Example:** If a manager has two children that are both league age 12, one child will be selected in the 3rd round as specified above and the other child will be taken in the 2nd round. If a manager has two children that are both league age 7, one will go in the 6th round and the other in the 5th round. This same process is used regardless of the league age in order to maintain a level of fairness in accordance with the draft guidelines.

7.9.9. The children of all designated lead Assistant Coaches will be assessed by an Evaluation Committee and assigned a specific draft round based on that assessment, in order to maintain a level of fairness in accordance with the draft guidelines.

7.9.9.1. The Evaluation Committee is comprised of Board Members as outlined in Article VI, Section 3 of the CGLL Constitution.

7.9.9.2. The Committee will base their assessment on the performance of the children at the required 1 (of the 2) tryouts, their knowledge of the child's baseball skill level, and their understanding of the level of play for that division.

7.9.9.3. Failure for a lead Assistant Coach's child to show up for tryouts will result in them being specified as an automatic 1st round draft selection. Subsequent draft rounds will be assigned to lead Assistant Coaches that have more than one child playing in the same division that fail to show up for tryouts. Should the children of any lead Assistant Coaches be unable to attend any of the tryout sessions and notify the Registrar in advance of the tryout dates, the specified draft round will be determined based on the discretion of the Committee.

7.9.9.4. The Committee will complete their assessment and communicate the specified draft rounds to the Managers of that division after the final tryout.

7.9.10. When siblings are in the draft for the same division and one is drafted (and the parents/guardians want them to play on the same team), that Manager must select the remaining sibling(s) with their next available draft pick(s). This "sibling rule" does not apply to the children of any Manager and/or designated lead Assistant Coaches – those sibling children will be drafted as noted above.

7.9.11. Besides the children of the Manager and lead Assistant Coach, no other players may be "protected" and/or claimed by a Manager prior to the draft and all other players must be drafted accordingly. This includes additional assistant coaches.

7.9.12. At the conclusion of the draft, Managers can conduct an unlimited number of trades before they leave the draft room on the day of the draft only. Each trade must involve the transfer of the same number of players between teams. Example: Team #1 could trade two players to Team #5, with Team #5 sending two players back to Team #1. However Team #5 could not send just one player to Team #1 (in the previous example).

7.9.13. The Player Agent shall approve all trades. Any trade not approved by the Player Agent is voided.

7.9.14. The League President and Player Agent have the duty to ensure the draft is conducted fairly and without manipulation. They have the authority to void part or all of the draft as required ensuring fair play.

7.9.15. The draft order is a "serpentine" draft. See below for an example:

7.9.16. If there are six (6) teams in a Division (represented by the numbers 1-6), the order of draft (by team number) would be as follows:

- 1st Round: 1, 2, 3, 4, 5, 6 (i.e. in order of draft/team number)
- 2nd Round: 6, 5, 4, 3, 2, 1 (i.e. in reverse order of draft number)
- 3rd Round: 1, 2, 3, 4, 5, 6
- 4th Round: 6, 5, 4, 3, 2, 1

This pattern would continue until all eligible players are drafted. Note that this results in the team with the last pick in each round having the first pick in the next round, essentially having two picks in a row.

7.10. Late Registrants: Eligible players (in any of these divisions) who register after the draft is complete will be placed on a team by a random draw conducted by at least two of the following individuals: League President, Registrar, and/or Player Agent. The random draw will begin with the team(s) in that division having the lowest number of players on their roster and will continue until all teams have an equal number of players on their roster. Once all teams have an equal number of players on their roster, then for any subsequent late registrants, any team that receives a player through this process will be removed from consideration until all teams receive one new player each and then this process will be repeated until all late registrants are placed on teams. If the League President or Player Agent believes an attempt is being made to manipulate the draft through late registration, the League President or Player Agent has sole discretion to place the player on the team of their choosing to ensure team formation is fair and without manipulation.

7.11. Confidentiality: The Draft is to be kept completely confidential, including the Skills Evaluation results, player draft order and any trades. Each individual attending the draft is responsible for maintaining confidentiality of the draft and the draft materials. Violation of this rule by a Manager or their lead Assistant Coach is cause for suspension of the Manager.

## **8. ALL-STAR SELECTION:**

8.1. All-Star Manager/Coach Selection: 8-9-10, 9-10-11 (if Board approves/recommends), 10-11-12, and 13-14 Year Old Divisions.

8.1.1. The selection of the All-Star Managers will be performed by the All-Star Manager Selection Committee as outlined in Article VI, Section 4 of the CGLL Constitution.

8.1.2. Candidates eligible for consideration include all rostered Junior, Major and Minor division managers/coaches from the current season, or current managers/coaches who have previously coached an All-Star team for CGLL.

8.1.3. Once selected, the All-Star Manager will then recommend 2 assistant coaches (subject to the same eligibility requirements listed above) to the League President, who will make the final approval decision.

8.2. All-Star Player Selection: 8-9-10, 11-12, and 13-14 Year Old Divisions

8.2.1. The selection of the players will be completed in two parts:

8.2.1.1 All eligible players league age 9-10, 11-12, and 13-14, respectively, shall be given a ballot and asked to choose up to 4 players in their same age division among players that are not on their same team. The players in each age group that receives the top 4 vote counts from their fellow players will be elected to their respective All-Star team pending All-Star Committee approval. If there are any ties in the player voting process for the 4th player elected position, the All-Star Manager will break that tie.

8.2.1.2. The All-Star Manager will then select all remaining players needed to complete the team roster from the eligible player pool, including 8 year olds. Each All-Star Manager shall make the decision regarding final All-Star roster size (between 12-14 players) and submit to the President for final approval.

8.2.2. For the player voting process, the Registrar will prepare ballots comprised of all eligible players in the respective age divisions and will provide those to the Major/Minor Player Agents, who will distribute and collect the completed player ballots. It is intended that the player voting process will be completed immediately after they are initially furnished with the ballot and they are not to consult with their manager, coach, parent and/or other adult as they complete their ballot.

8.2.3. Major/Minor Player Agents will bring the completed ballots to the League President, where the votes will be tallied in the presence of the League President and the Major/Minor Player Agents.

8.3 All-Star Player Selection: 9-10-11 Year Old Division

8.3.1 The 9-10-11 All-Star Manager shall make the decision regarding final All-Star roster size (between 12-14 players) and will select their roster from all eligible remaining players (after the 8-9-10 and 10-11-12 teams have been selected and approved) and submit to the President for final approval.

## **9. OUTSIDE FIELD USE**

9.1. A coach may request use of the College Glen Little League fields for non-CGLL team practices and games when that team has at least 40% (of active roster) of College Glen Little League players that are currently active in the league or have been active in the past 5 years.

9.1.1. The Manager of the team requesting use of the fields must be a current or former CGLL coach or board member in good standing.

9.1.2. All outside field use decisions must be approved by a majority board vote.

9.1.3. Once approved by majority board vote, all outside field use scheduling shall be done through the President and Vice President of CGLL. All outside field use shall be scheduled around CGLL field use.

9.2. The User shall maintain insurance coverage for player and coach injuries. Evidence of this coverage shall be provided to the CGLL President prior to the start of the field usage and updated no less than annually, or at the expiration of any policy term.

9.3. The User shall have all participants sign an Assumption of the Risk and Waiver of Liability Form and turn them in to the CGLL President before using the fields.

9.4. All Users have a duty to prevent abuse, misuse and damage to any of the CGLL facilities. This is to be accomplished by managing their players and asking parents and attending adults for their support. All trash shall be properly disposed of in the on-site trash containers. Additionally, the User will ensure proper baseball field maintenance (per CGLL Field Maintenance Guidelines) at the completion of each practice/use. The CGLL manager is fully responsible for the guest team following the CGLL complex rules.

9.5. The field use agreement can be terminated at any time, for any reason, by a majority board vote.