



COLLEGE GLEN LITTLE LEAGUE
CONSTITUTION



League ID # 0 4 0 5 0 5 0 2

THIS BOX FOR REGIONAL USE ONLY

Date Submitted: _____ Date Accepted: _____ Not accepted: _____

ARTICLE I – NAME

This organization shall be known as the College Glen Little League, hereinafter referred to as "CGLL".

ARTICLE II – OBJECTIVE

SECTION 1

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

SECTION 2

To achieve this objective, CGLL will provide a supervised program under the Rules and Regulations of Little League Baseball, Incorporated. All Directors and Officers 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, CGLL shall operate exclusively as a non-profit educational organization, providing a supervised program of competitive baseball games. No part of net earnings shall inure to the benefit of any private shareholder or individual; no substantial part of the activities of which is carrying on propaganda, or otherwise attempting to influence legislation, and which does not participate in or intervene in any political campaign on behalf of any candidate for public office.

ARTICLE III – MEMBERSHIP

SECTION 1

Eligibility: Any person sincerely interested in active participation to further the objective of CGLL may apply to become a member.

SECTION 2

Classes: There shall be the following classes of Members:

- (a) **Player Members** – Any player candidate meeting the requirements of the 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 CGLL.



(b) **Board Members** – Any adult person actively interested in furthering the objectives of CGLL may become a Board Member. The Secretary shall maintain the roll of qualifying voting Board Members. Only Board Members are eligible to vote at Board Meetings. Positions include:

- | | | |
|------------------------|--------------------------|------------------------|
| President (non-voting) | District 5 Liaison | Facilities Director(s) |
| Vice President | Team Parent Coordinator | Equipment Manager Fall |
| Secretary | Communications Director | Ball Coordinator Team |
| Treasurer | Sponsorship Director | Parent Coordinator |
| Registrar | Head Scorekeeper | Coaching Coordinator |
| Safety Officer | Volunteer Coordinator | Apparel Coordinator |
| Player Agent(s) | Snack Bar Coordinator(s) | Fireworks Director |
| Umpire in Chief | | |

(c) **At-Large Members** – Any person may be elected as an At-Large Member by a majority vote of the Directors present at any duly held meeting of the Board of Directors, but shall have no voting rights.

(d) As used hereinafter, the word "Member" shall mean a Board and At-Large Member unless otherwise stated.

SECTION 3

Other Affiliations:

- (a) Members, whether Board, At-Large, or Player, shall not be required to be affiliated with another organization or group to qualify as members of CGLL.
- (b) Board and At-Large Members should not be actively engaged in the promotion and/or operation of any other baseball program if it conflicts with the interests of CGLL.

SECTION 4

Suspension and 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, or any manager or coach, when the conduct of such person is considered detrimental to the best interests of CGLL and/or Little League Baseball, Inc. The person 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) At the discretion of the Board of Directors, a member of the Board can be removed for missing three (3) consecutive meetings.
- (c) The Board of Directors shall, in case of a Player Member, give notice to the manager of the team for which the player is a Player Member. Said manager shall appear, in the capacity of an adviser, with the player before the Board of Directors or a duly appointed committee of the Board of Directors. The player's parent(s) or legal guardian(s) may also be present. The Board of Directors shall have full power to suspend or revoke such player's right to future participation by two-thirds vote of those present at any duly constituted meeting (quorum is required).



ARTICLE IV - BOARD OF DIRECTORS

SECTION 1

Election: The League shall be governed by a Board of Directors, made up of members (in good standing) of the League or community. Voting on members and positions takes place during the September meeting of the Board each year, with the "new" Board of Directors starting their annual term the following month, on October 1. Notice of the annual election should be communicated prior to the September meeting.

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

SECTION 2

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 or represented by a properly executed and signed absentee ballot filed with the Secretary prior to the election meeting.

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.

SECTION 4

Board Meetings, Notice, and Quorum: Board meetings shall be held once a month from July to December (during the off-season of each year) and held twice a month from January through the end of June (the duration of the CGLL season). Meeting days may vary at the discretion of the Board.

- (a) The President or the Secretary may, whenever they deem it advisable, 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) Two-Thirds of the voting 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.
- (c) 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.
- (d) In the event a vote must be taken on emergency expenditures via email or text, the vote shall be unanimous in order to pass. If the vote is not unanimous, a Special Board Meeting may be called.

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 CGLL 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 or Officer or Committee Member of CGLL in accordance with the procedure set forth in Article III, Section 4 (a, b).



SECTION 6

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 CGLL

ARTICLE V - DUTIES AND POWERS OF THE BOARD

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 by the membership or have been elected to fill a vacancy on the Board.

SECTION 2

President: The President is responsible for the overall administration of the League (CGLL) and its operations. Each president must know the regulations under which Little League operates and in authorizing the annual application for charter, binds all members of the league to faithfully observe the regulations. The president should personify the best public image in reflection to the community at large. Each president should take an active role in gaining support and winning friends for the league program. The president presides at league meetings, and assumes full responsibility for the operation of CGLL and receives all mail, supplies and other communications from Little League Headquarters. The president is the officer with whom Little League International maintains contact. The president also represents the league within the District 5 Little League organization. The president selects and appoints managers, coaches, and committees. As such, no person becomes a manager, coach, or committee member without the approval of the president. However, all appointments are subject to final approval by CGLL's board of directors. A president may manage, coach or umpire, provided he/she does not serve on the protest committee, nor serve as tournament team manager or coach. The President is the chairman of the Protest Committee. The President prepares the Director of the Day duty schedule and shall be an alternate co-signer on CGLL checking accounts. The President shall be or shall appoint a Tournament Director for post-season Tournament of Champions and/or All-Star tournaments. The President is responsible for working with Facilities Director in maintaining, developing and obtaining permits for playing fields and support facilities and is responsible for working with Facilities Director in scheduling non-league use of all facilities under the control of the League.

SECTION 3

Vice-President: Presides in the absence of the President and is an ex-officio member of all committees. The Vice-President carries out such duties and assignments as delegated by the President and will be an alternate co-signer on CGLL bank accounts. Will chair committee to organize and present the Opening Day Parade and Opening Day. A vice president may manage, coach or umpire, provided they do not serve on the protest committee.

SECTION 4

Secretary The secretary maintains a register of members and directors, records the minutes of meetings, is responsible for sending out notice of meetings, issues membership cards and maintains a record of league's activities. Provides a copy of the minutes to each member of the board and for publishing on CGLL website. Works with the President to establish meeting agendas for monthly Board meetings.



SECTION 5

Communications Director The communications director is responsible for sending out league-wide emails, keeps the CGLL website up to date during the season and assists with social media marketing and posts for the league. Provides all Board members and managers with a copy of the By-Laws/ Constitutions/Policy and Local Playing Rules.

SECTION 6

Treasurer: The treasurer signs checks co-signed by another officer or director (or as directed by CGLL's constitution), dispenses league funds as approved by the board of directors, reports on the status of league funds, keeps local league books and financial records, prepares budgets, and assumes the responsibility for all local league finances. Presents a Treasurer's report monthly at Board meetings and provides a copy to the President and Secretary for their records.

SECTION 7

Registrar: Responsible for the registration of all players. Maintains a registry of all players and parents involved in the league. Provides player information for the purpose of league tryouts and player drafts. Distributes CGLL registration announcements to schools located in the CGLL boundaries. Maintains a list of all league volunteers. Submits official league roster to Little League Baseball.

SECTION 8

Player Agent: The player agent conducts annual tryouts, is in charge of player selection, assists the president in checking birth records and eligibility of players and generally supervises and coordinates the transfer of players to or from the Minor Leagues according to provisions of the regulations of Little League Baseball. Separate player agents may also be selected to oversee individual divisions within the league. The player agent must not manage, coach or umpire in the division over which he/she has authority, unless CGLL has received explicit written permission to allow this from Little League International.

SECTION 9

Safety Officer: The safety officer coordinates all safety activities including supervision of ASAP (A Safety Awareness Program), ensures safety in player training, ensures safe playing conditions, coordinates reporting and prevention of injuries, solicits suggestions for making conditions safer, and reports suggestions to Little League International through the ASAP system.

SECTION 10

Sponsorship Director: Develops levels of sponsorship to be approved by the Board of Directors. Obtains sponsors, makes up sponsor banners and distributes sponsor team plaques. Presents, for approval, a finance report and budget of sponsor fees submitted. Solicits and secures local sponsorships to support league operations. Collects and reviews sponsorship and fundraising opportunities. Organizes and implements approved league fundraising activities. Coordinates participation in fundraising activities. Maintains records of monies secured through sponsorship and fundraising initiatives.

SECTION 11

Umpire in Chief: Responsible for recruiting and retaining volunteer umpires; establishing a league umpire training program; coordinating and assisting with conducting umpire clinics at league and district level; communicating rule changes to league umpires; scheduling league umpires for regular season games. Attends umpire Training programs as necessary.



SECTION 12

Snack Bar Director: Maintains the operation of concession facilities. Organizes the purchase of concession products. Responsible for the management of the concession sales at league events. Schedules volunteers to work the concession booth during league events. Collects and reviews concession related offers including coupons, discounts and bulk-purchasing opportunities. Organizes, tallies and keeps records of concession sales and purchases.

SECTION 13

Coaching Coordinator: Represents coaches/managers in league; presents a coach/manager training budget to the board; gains the support and funds necessary to implement a league-wide training program; orders and distributes training materials to players, coaches and managers; coordinates mini-clinics as necessary; helps implement a manager-coach education program for the league. Obtain letter of request from manager prospects of all divisions for submissions to the President for submission to the board for approval.

SECTION 14

District 5 Liaison: The District Liaison is responsible for getting information from the District to the appropriate people within their league. They are also aid in the staffing of District Representative positions during TOC and All-Star tournaments.

SECTION 15

Head Scorekeeper: The head scorekeeper is responsible for maintaining the CGLL Scorekeeping Policy. In addition, the head scorekeeper will maintain the official scorebooks and binders to be kept in the snack bar. The head scorekeeper is also responsible for providing a Scorekeeping Clinic prior to the start of the season to go over rule changes and CGLL scorekeeping guidelines as well as a "how-to" for beginners.

SECTION 16

Equipment Manager: The Equipment manager is responsible for ensuring all equipment is in good condition and ready for the season. This includes preparing an equipment bag for all managers to be handed out and collected at the end of the season.

SECTION 17

Facilities Director: The Facilities Director is responsible for maintaining the grounds and infrastructure of CGLL.

SECTION 18

Team Parent Coordinator: The Team Parent Coordinator is responsible for hosting a mandatory meeting for all Team Parents. This meeting will provide the necessary information for the season, including: Snack Bar Shifts, Candy Sales, Crab Feed Baskets, team parties, trophies, etc.

SECTION 19

Fireworks Director: The Fireworks Director is responsible for obtaining a Temporary Seller's Permit from the California Department of Tax and Fee Administration (repeated annually). Obtains a means of transporting fireworks to/from the fireworks booth. Attends any meetings organized by the fireworks provider. Organizes volunteer shifts for the selling period of fireworks. Inventories and resupplies the fireworks booth. Returns and reconciles unsold fireworks. Reports Sales Tax information to the Treasurer.



SECTION 20

At-Large Members: At-Large members participate in board meetings; however, they do not have a counted vote. These members assist other members throughout the season as needed. They are required to share in the Director of the Day (DOD) shifts as outlined in the CGLL By-Laws.

ARTICLE VI – SUB-COMMITTEES

SECTION 1

Protest Committee: Will be comprised of the President, Umpire in Chief, and Head Scorekeeper.

Should there be a conflict of interest with any members of the Protest Committee, they will recuse themselves, and a replacement committee member will be selected in the following order: Vice-President, and/or next most qualified Board Member as determined by the Board of Directors.

SECTION 2

Disciplinary Committee: Shall consist of the President, Umpire in Chief, and Player Agent representing the affected Party's division of play.

Should there be a conflict of interest with any members of the Disciplinary Committee, they will recuse themselves, and a replacement committee member will be selected in the following order: Vice-President, Registrar, Alternate Player Agent, or next most qualified Board Member as determined by the Board of Directors.

SECTION 3

Evaluation Committee: Will be comprised of the President, Vice President, and Player Agent from that division

Should there be a conflict of interest with any members of the Evaluation Committee, they will recuse themselves and a replacement committee member will be selected in the following order: Registrar, Alternate Player Agent, or next most qualified Board Member as determined by the Board of Directors.

SECTION 4

All-Star Manager Selection Committee: The selection of the 8-9-10 and 11-12 All-Star Managers will be performed by a committee comprised of the Vice President, Coaching Coordinator and Major/Minor Player Agents

If any of these committee members has a conflict of interest, the League President shall appoint a replacement among the remaining available Board of Directors.

The committee will review all interested candidates and make their recommendation to the League President who will make the final approval decision.

ARTICLE VII – AFFILIATION

SECTION 1

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



SECTION 2

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

SECTION 3

Local Rules, Ground Rules and/or Bylaws: The local rules, ground rules and/or bylaws of CGLL 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 Local League shall expire at the end of each fiscal year, and are not considered part of this Constitution. (See Article VIII, Section 8 for fiscal year of this league.)

ARTICLE VIII - FINANCIAL AND ACCOUNTING

SECTION 1

Authority: The Board of Directors shall decide all matters pertaining to the finances of CGLL 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: The Board shall not permit the contribution of funds or property to individual teams but shall solicit funds for the common treasury of CGLL, thereby to discourage favoritism among teams and to endeavor to equalize the benefits of CGLL.

SECTION 3

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

SECTION 4

Disbursement of Funds: The Board shall not permit the disbursement of CGLL funds for other than the conduct of Little League activities in accordance with the rules, regulations, and policies of Little League Baseball, Incorporated. All disbursements shall be made by check, or league credit or debit card. All checks shall be signed by CGLL Treasurer with Presidential approval.

SECTION 5

Financial Transparency: No Board member authorized to disburse funds may be the spouse or family relative of the League President or Treasurer. The use of a league credit or debit card is permitted, given than the card is returned to the League President or Treasurer with receipt for all purchases made .

SECTION 6

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

SECTION 7

Deposits: All moneys received, including sponsorship and fundraising, shall be deposited to the credit of CGLL at Bank of America.



COLLEGE GLEN LITTLE LEAGUE

CONSTITUTION

League ID # 04050502



SECTION 8

Fiscal year: The fiscal year of CGLL shall begin on October 1 and shall end on September 30.

SECTION 9

Distribution of Property upon Dissolution: Upon dissolution of CGLL and after all outstanding debts and claims have been satisfied, the Members shall direct the remaining property of CGLL 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.

ARTICLE IX – AMENDMENTS

This Constitution 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 was approved by the Little League Membership on November 13, 2022.

President's Name (Print): Nicole Silverman

President's Signature  Date 11/15/22

Little League ID No. 04050502

Federal ID No. (if available) _____

State ID No. (if available) _____

Make one copy for the District Administrator and copies for CGLL. Send original to Regional Headquarters. This Local League's Constitution on file at Regional Headquarters (most recently-accepted copy) is the official Constitution of this Local League. Little League Baseball, Incorporated does not limit participation in its activities on the basis of disability, race, creed, color, national origin, gender, sexual preference or religious preference.