



GLENWOOD LITTLE LEAGUE CONSTITUTION

ARTICLE I – NAME

This organization shall be known as the Glenwood Little League, hereinafter “Local League”

ARTICLE II – OBJECTIVE

SECTION 1

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

SECTION 2

To achieve this objective, the Local League will provide a supervised program under the Rules and Regulations of Little League Baseball, Incorporated. All Directors, Officers and Members shall bear in mind that the attainment of exceptional athletic skills 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 Internal Revenue Code, the Local League shall operate exclusively as a non-profit educational organization providing a supervised program of competitive baseball and softball games. No 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 furthering the objective of this Local League and is an active participant, may apply to become a member.

SECTION 2

Classes: There shall be the following classes of Members:

(a) Player Members: Any player candidate meeting the requirements of Little League Regulation IV 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 Local League.



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(b) Regular Members: Any adult person actively participating and/or is interested in furthering the objectives of the Local League may become a Regular Member. Only Regular Members in good standing are eligible to vote at General Membership meetings. All officers, board members, committee members, managers, coaches, and other elected or appointed officials must be regular members in good standing. Note: Regular Members of the league automatically include current Managers, Coaches, Volunteer Umpires, Board Members, Officers of the Board, and any other person who the Board recognizes as a volunteer in the Local League, including those volunteers with the following titles (examples: Team Coordinator, Field Maintenance, etc.).

(c) Honorary Members (optional): Any person may be elected as an Honorary Member by the unanimous vote of all

Directors present at any duly held meeting of the Board of Directors but shall have no rights, duties or obligations in the management or in the property of the Local League.

(d) Sustaining Members (optional): Any person not a Regular Member who makes a financial or other contribution to the Local League may by a majority vote of the Board of Directors become a Sustaining Member, but such person shall have no rights, duties or obligations in the management or in the property of the Local League.

(e) As used hereinafter, the word “Member” shall mean a Regular Member unless otherwise stated.

SECTION 3

Other Affiliations

(a) Members, whether Regular or Player, shall not be required to be affiliated with another organization or group to qualify as members of the Local League.

SECTION 4

Suspension or Termination: Membership may be terminated by regulation 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 Local League and/or Little League Baseball. The Member involved shall be notified of such meeting, informed of the general nature of the charges, and given an opportunity to appear at the meeting to answer such charges.

(b) The Board of Directors shall, in case of a Player Member, give notice to the manager of the team for which the player is a Player Member. Said manager shall appear, in the



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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 – DUES FOR REGULAR MEMBERS

SECTION 1

Dues for Regular Members 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.) *Note: 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).*

ARTICLE V – GENERAL MEMBERSHIP MEETINGS

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 Meetings, see SECTION 6) is required.

SECTION 2

Notice of Meeting: Notice of each General Membership Meeting shall be communicated electronically (e.g. email, posted on website, etc.) at least twenty-one (21) days in advance of the meeting, 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.

SECTION 3

Quorum: At any General Membership Meeting, the presence in person or representation



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by absentee ballot of one-fifth (20 percent) of the members shall be necessary to constitute a quorum. If a quorum is not present, no business shall be conducted.

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 7).

SECTION 5

Absentee Ballot: To accommodate a Regular Member in good standing who cannot attend the Annual Meeting or any General Membership Meeting, an absentee ballot may be requested and obtained from the Secretary of the League. The absentee ballot shall be properly completed, signed, and returned in a sealed envelope to the Secretary before the election date. An absentee ballot may be submitted electronically via email to both the secretary and the named election chairperson. The Secretary shall present all absentee ballots to the Election Chairman (appointed at the meeting) on the date of the meeting before the voting portion of the election process.

SECTION 6

Annual Meeting of the Members: The Annual Meeting of the Members (offered in person or virtually) of the Local League shall be held the last Saturday of February each year, each year to receive reports, reviewing the Constitution, appointing committees, and for the transaction of such business as may properly come before the meeting. The Membership shall receive at the Annual Meeting of the Members of the Local League a report, verified by the President and Treasurer or by a majority of the Directors, showing:

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

- (2) A general summary of funds received and expended by the Local League for the previous year, the amount of funds currently in possession, 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 Local League, where it is located, and where and how it is 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,



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appropriated, or expended, and the purposes, objects, or persons to or for which such applications, appropriations or expenditures have been made.

SECTION 7

Special General Membership Meetings: The Secretary or President may call by the Board of Directors or Special General Membership Meetings of the Members at their discretion. Meetings may be in person or virtual. 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 meeting notice shall be transacted at such meeting. Such Special General Membership Meetings shall be scheduled not less than ten (10) days after the President or Secretary receives the request.

SECTION 8

Rules of Order for the General Membership Meetings: Robert's Rules of Order shall govern the proceedings of all General Membership Meetings except where it conflicts with this Constitution of the Local League.

<https://robertsrules.org/index.html>

ARTICLE VI – BOARD OF DIRECTORS

SECTION 1

Authority: The Board of Directors is vested with the management of the Local League's property and affairs.

SECTION 2

Positions: The Officers of the Board of Directors shall include, at a minimum, the President, one or more vice presidents, treasurer, secretary, one or more Player Agents, Safety Officer, Information Officer Registrar, and Coaching Coordinator. The Board shall also include at least one manager and one volunteer umpire. Only volunteer umpires may be elected to the Board.



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SECTION 3

Elections for the Officers and other members of the Board of Directors will be held on the first Saturday of June from 9:00 a.m. to 7:00 p.m. Nominations will begin three weeks before voting, be solicited for two weeks and end one week before the election. Write-in candidates have 30 days to accept write-in nominations.

Any member except the President shall be eligible to be nominated for any Board of Directors positions. To be nominated for President, the member should have at least one (1) year of experience with the Glenwood Little League Board of Directors or another Little League Board. The nomination committee will vet the qualifications for any nominations for the President position. If no candidates meet the 1-year requirement, the nomination committee shall notify the Board of Directors and all nominations shall be included on the ballot.

Each year, the Board shall decide whether or not to allow electronic voting for the general election of directors to the Board. The electronic voting (e.g., Ballot Bin, etc.) method shall not be emailed, allows Glenwood Little League members, and must allow the results only to be viewed by the Secretary and the Election Committee. The Board shall decide when to use the electronic voting method for the general election. Once approved, the President/Secretary shall craft the measure and send it to vote for all eligible. Members will have a minimum of 2 days to respond and vote.

SECTION 4

Newly elected Officers and other members of the Board of Directors shall assume their responsibilities on October 1st.

SECTION 5

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 before the election meeting.



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SECTION 6

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 any Special Board Meeting called for that purpose.

SECTION 7

Board Meetings, Notice, and Quorum: The Board of Directors regular meetings shall be held immediately following the Annual Meeting and on such days after that as the Board shall determine.

(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) The Secretary shall personally, electronically, or by mail give notice of each board meeting to each Director at least two (2) days (s) before the time appointed for the meeting to the last recorded address of each Director.

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

(d) Quorum for the meetings of the Board of Directors shall be at least two-thirds (2/3) of the Executive Committee (including the President) and 50 % of the board members in attendance at the meeting.

(e) Voting shall be conducted during the regular board meetings except in exceptional cases in which an electronic voting method may be used. The electronic voting (e.g., Ballot Bin, etc.) method shall not be emailed, allow each board member to vote, and must allow the results only to be viewed by the Secretary. The Executive Board shall decide when to use the electronic voting method for any board measures. Once approved, the President shall craft the measure and send it to all eligible board members for vote. Board members will have a minimum of 2 days to respond. Any board members who do not vote, their vote will be considered an “abstention” in terms of deciding if the measure passes or fails.

SECTION 8

Duties and Powers: The Board of Directors shall have the power to appoint such standing committees as appropriate and delegate such powers to them as the Board deems



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advisable and which it may properly delegate. The Board may adopt such rules and regulations for conducting its meetings and managing the Local League 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 majority 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 local League in accordance with the procedure outlined in Article III, Section 4(a, b).

SECTION 9

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

ARTICLE VII – 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 – 1 tie-breaking voting position

The President Shall:

- (a) Conduct the affairs of the Local League and execute the policies established by the Board of Directors;
- (b) Present a report of the condition of the Local League at the Annual Meeting;
- (c) Communicate to the Board of Directors such matters as deemed appropriate and make such suggestions as may tend to promote the welfare of the Local League;
- (d) Be responsible for the conduct of the Local League in strict conformity to the policies, principles, Rules, and Regulations of Little League Baseball, Incorporated, as agreed to under the conditions of the charter issued to the Local League by that organization;
- (e) Designate in writing other officers, if necessary, to have the power to make and execute for/and in the name of the Local League such contracts and leases they may



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receive and which have had prior approval of the Board;

(f) Investigate complaints, irregularities, and conditions detrimental to the Local League and report thereon to the Board or Executive Committee as circumstances warrant;

(g) Prepare and submit an annual budget to the Board of Directors and be responsible for the proper execution thereof;

(h) With the assistance of the Player Agent, examine the application and support proof-of-age documents of every player candidate and certify residence and age eligibility before the player may be accepted for selection to a team.

(i) Ensure that all background checks are completed in accordance with the Little League Operations Manual. The previously appointed Audit Committee will certify that background checks were completed prior to the first team meetings of the season.

SECTION 3

Vice-President – 2 Voting Positions (1 Baseball and 1 Softball)

The Vice President Shall:

(a) Perform the duties of the President in the absence or disability of the President, provided he or the President or Board authorizes her to act. When so acting, the Vice-President shall have all the powers of that office. On the even years, the VP of baseball will succeed if he or she so chooses; on odd years, the VP of softball will succeed if he or she so chooses (b) Work with player agents and coaching coordinators within divisions of baseball and softball

SECTION 4

Secretary – 1 Voting Position

The Secretary shall:

(a) Be responsible for recording the activities of the Local League 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 the 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 Local League, the Board of Directors, and Committees;

(d) Issue membership cards to Regular members if approved by the Board of Directors;

(e) Keep the minutes of the meetings of the members, if approved by the Board of Directors and the Executive Committee, and cause them to be recorded in a book kept for that purpose;



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(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) Notify Members, Directors, Officers, and Committee Members of their election or appointment;

SECTION 6

Treasurer – 1 Voting position

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 Local League, including the Auxiliary, approve all payments from allotted funds, and draw checks, therefore in agreement with the policies established in advance of such actions by the Board of Directors. All disbursements by check must have dual signatures.
- (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.

SECTION 7

Safety Officer – 1 Voting position

The Safety Officer Shall

(a) Be responsible for creating 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 increasing the safety of activities, equipment, and facilities through education, compliance, and reporting;

NOTE: In order to implement a safety plan, the Safety Officer may utilize using education, compliance, and reporting, the following suggestions

(1) Education: Should facilitate meetings and distribute information among participants, including players, managers, coaches, umpires, league officials, parents, guardians, and other volunteers;

(2) Compliance: Should promote safety compliance leadership by increasing awareness



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of the safety opportunities that arise from these responsibilities;

(3) 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.

SECTION 8

Training/Coaching Coordinator – 2 Voting Positions, 1 Baseball and 1 Softball

The Training/Coaching Coordinator shall:

- (a) Represent coaches/managers in the league;
- (b) Present a coach/manager training budget to the board;
- (c) Gain the support and funds necessary to implement a league-wide training program;
- (d) Order and distribute training materials to players, coaches and managers;
- (e) Coordinate mini-clinics as necessary;
- (f) Serve as the contact person for Little League and its manager-coach education program for the league.
- (g) In the event of the scorekeeping position not being filled, the coaching coordinator will work alongside the division player agent to fulfill the job.

SECTION 9

Player Agents – 7 Voting Positions (T-ball, Peewee, Minors Baseball, Majors Baseball, 50/70-Jrs-Sr Baseball, Softball, Fall ball)

The Player Agent shall:

- (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 in verifying residence and age eligibility;
- (c) Conduct the tryouts, the player draft, and all other player transactions or selection meetings;
- (d) Prepare the Player Agent's list;
- (e) Prepare for the President's signature and submission to Little League Headquarters, team rosters, including players claimed, and the tournament team eligibility affidavit.
- (f) Notify Little League Headquarters of any subsequent player replacements or trades.
- (g) Term includes spring ball and fall ball
- (h) If the scorekeeping position is not filled, the player agent in each division and coaching coordinator will work alongside each other to fulfill the job.

SECTION 10

Concessions- 1 Voting position:



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The concessions positions consist of:

- Set-up, maintenance, and organization of the concession stand.
- Recruit persons for the Persons in Charge (P.I.C.'s) positions.
- Verify concession stand requirements with the health department, coordinate inspections, obtain required permits/food handler's permits, coordinate the following duties: water samples, food ordering/receiving/restocking, and revise league rules for the concession stand.
- Scheduling teams in coordination with Team Parent Coordinator to staff the concessions will also be needed.

SECTION 11

Sponsorship- 1 Voting position:

Responsibilities are as follows:

This position coordinates sponsorship drives and orders, obtains and arranges for the installation of sponsorship signs, and organizes the delivery of sponsor pictures.

SECTION 12

Director of Fundraising- 1 Voting Position:

Director of Fundraising Responsibilities are as follows:

Coordinate all fundraising activities, set up, and organize pictures (including All-Star tournaments and picture retakes). Communicate with vendors and receive revenue. This position will oversee the candy sales (organizing, distributing, returning, awarding prizes, and receiving revenue).

SECTION 13

Equipment – 1 Voting Position

This position will take inventory and organize existing equipment (remove, repair, dispose or replace broken or unsafe equipment (label all new equipment)—order season supply of baseballs and softballs. Develop a list of required/needed equipment to be given to the board for approval. Distribute equipment; additional equipment may be needed throughout the season. Collect the equipment returned at the season's end; ensure it is checked in.

Uniforms- 1 Voting Position

This position will take inventory and organize existing uniforms, hats, visors, and fan gear. It will also order and distribute uniforms, hats, visors, and fan gear for each season



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(fall ball, spring season, All-Stars) to team managers for distribution to their teams.

SECTION 14

Field Maintenance-1 Voting Position (Assistants are non-voting, no limit)

This position is responsible for maintaining and improving the fields. The voting position is the chairperson of the Facilities Committee. This position will organize fieldwork days and oversee volunteers who help maintain the fields. This position will manage special projects (develop a list of required/needed equipment/supplies/repairs/park improvements). Estimates and bids for special projects must be presented to the board for approval. Orders of equipment and supplies must be board-approved.

Facilities Maintenance – 1 Voting Position (Assistants are non-voting, no limit)

This position is responsible for the maintenance/improvements of the league facilities. The voting position is on the "Facilities Committee." This position will assist with the organization of fieldwork days and oversee volunteers to help maintain the facilities. This position will manage special projects (develop a list of required/needed equipment/supplies/repairs/park improvements). Estimates and bids for special projects must then be presented to the board for approval. Orders of equipment and supplies must be board-approved.

SECTION 15

Scorekeeper – 1 Voting Position

Responsibilities are as follows:

This position will be responsible for setting up and coordinating scorekeeper training. It will also review official scorebooks for playtime and pitching violations (reporting any violations to player agents and the President). It will also verify All-Star eligibility for players and ensure game-play obligations are met. In the event this position is not filled, please refer to the Player Agent and Coaching Coordinator.

SECTION 16

Umpire in Chiefs-2 voting positions, 1 baseball, and 1 softball

This position entails:

Coordinating umpire training, will work with "schedule committee" to develop the umpire schedule and develop inter-league umpire schedule.

They will also take responsibility for inventorying umpire equipment (developing a list of



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needed equipment that must be presented to the board for approval). They will work with the equipment manager to obtain approved equipment. They must also develop and review umpire rules and requirements and recruit umpire volunteers.

SECTION 17

Registrar – 2 Voting Positions, 1 Baseball with Pee wee, and 1 Softball with T-ball **The Registrar shall:**

- (a) Develop registration materials
- (b) Distribute registration information
- (c) Organize and Conduct registration
- (d) Maintain player database

SECTION 18

Team Parent Coordinator – 1 Voting Position

The responsibilities include:

- Recruit parents to be Team Parent
- Be the communication and support point for Team Parents for guidance and questions
- Support Team Parents with organization and responsibilities for helping team managers
- Manage Team Parent Signup Genius and staffing for concession stand duties in coordination with the Concessions Stand Manager.

SECTION 19

League Scheduler – 1 Voting Position

The responsibilities include:

- Work with the district scheduler for interleague scheduling
- Create and monitor the practice and batting cage schedules for all Glenwood Teams
- Upload and manage Game Changer entries.
- Serve as a contact point for managers to re-schedule games and practices
- Coordinate with UIC and Concessions manager on the master schedule for the league

SECTION 20



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Auction Chairperson – 1 Voting Position

The responsibilities include:

- Lead coordinator for Dinner Auction Fundraiser
- Coordinates the planning, budget, and auction event
- Creates & Coordinates the overall plan, with Board approval for the Auction event.

ARTICLE VIII – EXECUTIVE COMMITTEE

SECTION 1

The Board of Directors may appoint an Executive Committee consisting of not less than three (3) nor more than six (6) Directors, one of whom shall be the President of the Local League.

The Executive Committee currently consists of the following positions:

- President
- Vice President Baseball
- Vice President Softball
- Secretary
- Treasurer
- Safety Officer

SECTION 2

The Executive Committee shall advise with and assist the Officers of the Local League in all matters concerning its interests and the management of its affairs and shall have such other powers as may be delegated to it by the Board. In no event will the Executive Committee have authority over the Board of Directors.

SECTION 3

At any meeting of the Executive Committee, a majority of the total number of members then in officer 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.



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ARTICLE IX – OTHER COMMITTEES

SECTION 1

Facilities Committee: The committee shall consist of at least three (3) Directors (two of which are field maintenance and facilities maintenance managers) and other appointed Regular Members. The committee shall investigate and recommend available, suitable sites and plans for development, including ways and means, the latter in cooperation with the Budget Committee. It shall be responsible for repair and improvement recommendations other than routine maintenance and supervise the performance of approved projects.

SECTION 2

Uniform and Equipment Committee: The committee shall consist of at least three (3) Directors, two of which are to be filled by the Equipment Manager and Uniforms Officer. The committee shall inspect all equipment on hand prior to the start of the season and procure necessary bids to replace any equipment deemed not serviceable or safe for use by the Player Members.

SECTION 3

Audit Committee: The Board of Directors may appoint an Audit Chairman, appointed in October at the formation of the committee consisting of five (5) Directors who may seek a qualified member to audit the Local League financial books and records. (Three committee members must be available for audit meetings to be deemed successful and complete. Note: The President, Treasurer, or signatories of checks are not eligible.

The Chairman and committee members will review the Local League's books and records quarterly in March, May, August, and October prior to the scheduled board meeting for the month. The October audit shall serve as the annual audit for the prior fiscal year, which is to be presented at the Annual Meeting with an attached statement of its findings to the President and Treasurer's annual financial statement. If directed by the Board of Directors or Membership, the board may secure the services of a Certified Public Accountant to accomplish such review.

- In addition to the initial audit, a mid-year audit should be conducted between April 30 and May 15.



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SECTION 4

Budget Committee: The committee shall consist of at least three (3) Directors. It shall be responsible for establishing an annual operating budget for the Local League covering only the current fiscal year. Said budget shall only be adopted with a two-thirds (2/3) majority vote of all Board Members present at any meeting where the budget is proposed.

SECTION 5

Registration Committee: There must be a minimum of (3) members, including the Baseball Registrar and Softball Registrar. Committee members must be current Glenwood Little League members in good standing. Responsibilities are as follows:

- Plan the player registration process (in person/mail etc.)
- Develop/redevelop any materials needed for registration (printing etc.)
- Note: Process needs to be outlined to board by the December meeting. All materials need to be printed and ready before registration begins. If part of the registration is by mail, it needs to be included in the early December Newsletter.
- Organize and run registration days.
- Registration requirements are as follows: Birth Certificates, residence verification and identification, Code of Conduct, Volunteer applications etc.
- Monthly committee updates during board meetings, including meeting dates and members.

SECTION 6

Constitution and Rules Committee: There must be a minimum of 3 members (minimum of 2 board members)

The committee must be current Glenwood Little League members in good standing. Responsibilities are as follows:

- Review existing GWLL constitution: Identify updates and revisions that are needed. Bring proposed updates and revisions to the board. Develop a revised constitution (if needed) for presentation to the general membership at the annual meeting for general membership approval.
- Review existing GWLL Rules: Identify changes that are wanted or needed. Develop any new rules that are needed or required. Present a complete set of current/amended/new rules to the board for approval.
- Rules to review/amend/ write include General league rules, individual division rules, all-star selection process, all-star manager selection process, and



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end-of-season tie-breaker rules. Consider any rule the official Little League Rule book states as a local league option.

- Monthly committee update during a board meeting, including meeting dates and members.
 - Note 1: Constitution changes must be approved by the current board and revised constitution then taken to general membership for approval. Local GWLL Rules/ are adopted every year by the current board.
 - Note 2: GWLL Rules/Constitution Updates must be provided to all board members for review before December and approved before the General Membership meeting.

SECTION 7

Conduct and Grievance Committee: There must be a minimum of three board members (the President of the Board is mandatory as Chairperson and member of this committee). For each committee member who is a manager, coach, or player agent, an alternate from another division must be available. Committee members may not rule on Conduct Violations that they were involved in or protest within the division they manage, coach, or are a player agent.

Responsibilities are as follows:

- Review and update the Code of Conduct. Bring the Code of Conduct to the Board for approval. Identify a method of ensuring everyone has received and read the Code of Conduct (part of the registration packet).
- Review all reported violations of the Code of Conduct and present proposed disciplinary actions (e.g., letter of reprimand, suspension, expulsion) to the executive board.
- The committee also serves as a Protest Committee during the regular season.
- Monthly committee update during board meeting.
 - Note: All disciplinary actions are the responsibility of the president. The president/chairperson recommends actions to the executive board (not the entire board); upon approval, the president issues approved actions.
- Any recommendations for expulsion from the league must be brought before the full board if upheld by the executive board.
- The code of Conduct needs to be in place and approved in November in order to start the manager/coach process.

SECTION 8

Scheduling Committee: Minimum 4 members, including the concessions manager,



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umpire in chiefs, league-appointed scheduler, and secretary. Committee members must be current GWLL members in good standing. Responsibilities as follows:

- Develop game schedules for all divisions except interleague (include inter-league if possible).
- Coordinate concessions schedule with game schedules. Concession stand rescheduling is the responsibility of concessions.
- Coordinate the umpire's schedule with the game schedule. Provide monthly committee updates during board meetings, including committee meeting dates and members. Note: The committee develops original beginning-of-year schedules. Makeup games are the responsibility of player agents and the umpire-in-chief (s).
- Coordinate the BMOD schedule with the game schedule.
- Schedule completed and ready for publication within seven (7) days of receiving the district schedule. Note: The committee should meet within 72 hours of receiving the schedule to allow time for resubmission to districts for updates as needed.

SECTION 9

Opening Ceremonies Committee: Minimum of 3 members (minimum of 1 board member). Committee members must be current GWLL members in good standing.

Responsibilities are as follows:

- Plan/Organize Opening Ceremonies.
- Run opening day.
- Monthly committee updates during board meetings, including meeting dates and members.

SECTION 10

Closing Ceremonies Committee: Minimum of 3 members (minimum of 1 board member). Committee members must be current GWLL members in good standing.

Responsibilities are as follows:

- Plan/Organize closing ceremonies
- Order trophies/awards/pins, including All-Star and Home Run pins, etc.
- Set up/run closing ceremonies
- Monthly committee updates during board meetings, including committee meeting dates and members.
- Board briefed before closing ceremonies.



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Section 11

Nomination Committee: There must be a minimum of three members (secretary and two board members). Committee members must be current GWLL members and in good standing.

Responsibilities are as follows:

- Meet and recruit possible new board members
- Create a Voting booth schedule and organize booth volunteers
- Electronic voting may be completed as approved by the Board of Directors
- Organize the nomination process
- Set ballot for voting
- Keep the board up to date on voting and progress and have a full report by the July board meeting

ARTICLE X – AFFILIATION

SECTION 1

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

SECTION 2

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

SECTION 3

Local Rules, Ground Rules and/or Bylaws: The local rules, ground rules and/or by-laws of this Local League shall be adopted by the Board of Directors at a meeting to be held not less than one month prior to the first scheduled game of the season, but shall in no way conflict with the Rules, Regulations and Policies of Little League Baseball,



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Inc., 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 a part of this Constitution. (See Article XI, Section 7 for the Fiscal year of this League).

ARTICLE XI – FINANCIAL AND ACCOUNTING

SECTION 1

Authority: The Board of Directors shall decide all matters pertaining to the finances of the Local League and it shall place all income including Auxiliary funds, in a common league treasury, directing the expenditure of 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 for the common treasury of the Local League, thereby to discourage favoritism among teams and to endeavor to equalize the benefits of the Local League.

SECTION 3

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

SECTION 4

Disbursement of Funds: The Board shall not permit the disbursement of Local League funds for other than the conduct of Little League activities in accordance with the rules, regulations and policies of Little League Baseball, Incorporated. All disbursements shall be made by check or league-issued debit card. The Local League Treasurer and such other Officer(s) or person(s) as the Board of Directors shall determine shall sign all checks.

SECTION 5



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

SECTION 6

Deposits: All monies received, including Auxiliary funds, shall be deposited to the credit of Glenwood Little League into an account with an institution approved by the Board.

SECTION 7

Fiscal Year: The Local League's fiscal year begins on October 1st and ends on September 30th.

SECTION 8

Distribution of Property upon Dissolution: Upon dissolution of the Local League and after all outstanding debts and claims have been satisfied, the Members shall direct the remaining property of the Local League to another Federally Incorporated entity that maintains the same objectives as outlined 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 XII – 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, Inc. for approval before implementation.

The Glenwood Little League Membership approved this Constitution on: 10/6/2024

Bill Meadows



GLENWOOD LITTLE LEAGUE CONSTITUTION

President's Name (print)

President's Signature

Date

447-04-16
Little League ID #

91-1065030
Federal ID #

601-283-488
State ID #