

Town of Newburgh Little League, Incorporated

Newburgh, New York
League ID 02321903

CONSTITUTION

The Town of Newburgh Little League Incorporated,
does hereby make, publish, and declare this to be
the constitution of the Town of Newburgh Little
League Incorporated, and hereby revokes any or all
other laws by the Town of Newburgh Little League
Incorporated, heretofore.



THIS BOX FOR REGIONAL USE ONLY

Date submitted: _____

Approved: _____

Not Approved: _____

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ARTICLE I - NAME

This organization shall be known as the Town of Newburgh Little League, hereinafter referred to as "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 will 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 skill or the winning of games is secondary, and the molding of future citizens is of prime importance. In accordance with Section 501-(c)-(3) of the Federal Internal Revenue Code, the 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 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 this Local League 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.
The Board of Directors will determine the official period of player member registration for the Local League. There will be at least one (1) publicized date for registration. Opportunity for registration will be held open until termination of the above period or the maximum of available player member positions have been filled. The number of available player positions is limited by the maximum number of allowable teams per division in the Local League times the number of players per team.
- (b) **Regular Members.** Any adult person actively interested in furthering the objectives of the Local League may become a Regular Member upon election and acceptance by the Board of Directors. The secretary or president shall maintain the roll of membership to qualify voting members. Only Regular Members in good standing are eligible to vote at General Membership Meetings. All Officers, Board Members, Committee Members, Managers, Coaches, Volunteer Umpires and other elected or appointed officials must be active Regular Members in good standing.
Note: Regular Members of the league automatically include all current Managers, Coaches, Umpires, Board Members, Officers of the Board and any other person who is recognized by the Board as a volunteer in the Local League.
- (c) **Board Members.** Any person who is serving on the Board of Directors of the Local League. The duties and responsibilities of the Board Members is defined in Article VI of this Constitution. The following terms describe Board member status
 1. **Active:** This shall include all members of the Board of Directors currently serving and shall be by election as set forth in Article VI.

2. Inactive: This shall include all former members of the Board of Directors who are no longer active. Once a person is inactive, they will have no voting rights. Upon request in writing, any member of the Board of Directors may become an inactive member. He or she may return to the active list by notifying the Board of Directors in writing. The Board must then re-approve their membership. They are now placed on probation the same as a new member. See Article VI, Section 1, Paragraph 3

NOTE: Any member who misses $\frac{1}{4}$ of the scheduled meetings (un-excused) for the fiscal year or more than $\frac{1}{2}$ of the League Field Official requirements will be made an inactive member of the Board. The member will be notified in writing that they have been made inactive. An exception can be made in the event of a medical problem.

3. Good Standing: A member in good standing is an active member with voting rights.
4. Not Good Standing: A member not in good standing is defined as the following:
 - (a) Misses three (3) consecutive meetings without being excused by the President or Vice-president
 - (b) Misses four (4) consecutive meetings, whether excused or not
 - (c) Does not perform the requirements of a League Field Official as defined in Article VI, Section 1, Paragraph 6In order to get back in good standing a member must be present at three (3) of the next four (4) regularly scheduled meeting.

- (d) **Honorary (Life) Members** To become an honorary member a person can be nominated by a member of the Board of Directors or can submit a letter to the Board asking for this designation. The letter must include the years of service, positions held, and duties performed while a member of the program. Any person may be elected as Honorary Member by the $\frac{3}{4}$ vote of all Directors present at any duly held meeting of the Board of Directors but shall have no rights (includes voting rights), duties or obligations in the management or in the property of the Local League. This recognition shall be only for outstanding service to Little League, the Local League, or the community.
- (e) As used hereinafter, the word "Member" shall mean a Regular Member unless otherwise stated.

SECTION 3

Other Affiliations.

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 resignation or action of the Board of Directors as follows.

- (a) The Board of Directors, by a two-thirds vote of those present at any duly constituted Board meeting, shall have the authority to discipline or suspend or terminate the membership of any Member of any class, including Board Members, 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. (Any member of the Board of Directors who is on their 6 month probation can be removed with a majority vote at any given board meeting) The Board member 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 Executive Committee 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 Executive Committee. The player's parent(s) or legal guardian(s) may also be present. The Executive Committee shall have full power to suspend or revoke such player's right to future participation by a majority vote of those present at any duly constituted meeting (quorum is required).

ARTICLE IV - DUES FOR REGULAR MEMBERS (NOT PLAYERS)

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). If no dues for Regular Membership are collected, Section 2 below does not apply.

SECTION 2

Regular Members who fail to pay their fixed dues within (choose one) ...
xx ten (10) ___ fourteen (14) ___ twenty one (21) ___ thirty (30) _____ (other)
... day(s) of application to become a member may, by majority vote of the Board present at a Board meeting, be dropped from the rolls and shall forfeit all rights and privileges of membership.

ARTICLE V - GENERAL MEMBERSHIP MEETING

SECTION 1

Definition. A General Membership Meeting is any meeting of the membership of the league (including Special General Membership Meetings, Section 7). A minimum of one per year (Annual Meeting, see Section 6) is required.

SECTION 2

Notice of Meeting. Notice of each General Membership Meeting shall be delivered personally, electronically or by mail to each Member at the last recorded address at least (choose one) ...
XX seven (7) ___ ten (10) ___ fourteen (14) ___ 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 by absentee ballot of (choose one)...
___one third (33.3 percent) ___one fourth (25 percent) xx 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. Any motions made and accepted will be reviewed by the Board of Directors at the next Directors meetings at which time this motion will be accepted or denied. However, the Board of Directors may invite, admit and recognize guests for presentations or comments during General Membership Meetings. (Those eligible to take part at meetings of the Board of Directors are described in Article VI, Section 4.)

SECTION 5

Absentee Ballot. For the expressed purpose of accommodating a Regular Member in good standing who cannot be in attendance at the Annual Meeting, or any General Membership Meeting at which new Board members will be elected, an absentee ballot may be requested and obtained from the Secretary of the League. The absentee ballot shall be properly completed, signed and returned in a sealed envelope to the Secretary prior to the date of the election. The Secretary shall present all absentee ballots to the President on the date of the meeting, prior to the voting portion of the election process.

SECTION 6

Annual Meeting of the Members. The Annual Meeting of the Members of the Local League shall be held during the month of September each year for the purpose of electing new Members, electing the Board of Directors, receiving reports, and for the transaction of such business as may properly come before the meeting.

- (a) The Membership shall receive at the Annual Meeting of the Members of the 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 designee
 - 2. A general summary of funds received and expended by the local league for the previous year, the amount of funds currently in possession of the local league, and the name of the financial institution in which such funds are maintained
 - 3. The whole amount of real and personal property owned by the Local League, where located, and where and how invested
 - 4. For the year immediately preceding, the amount and nature of the property acquired, with the date of the report and the manner of the acquisition, the amount applied, appropriated or expended, and the purposes, objects or persons to or for which such applications, appropriations or expenditures have been made
 - 5. The names of the persons who have been admitted to regular membership in the Local League during such year. This report shall be filed with the records of the Local League and entered in the minutes of the proceedings of the Annual Meeting. A copy of such report shall be forwarded to Little League Headquarters.
- (b) At the Annual Meeting, the Members shall determine the number of Directors to be elected for the ensuing year and shall elect such number of Directors. The number of Directors elected shall be not less than six (6).
- (c) After the Board of Directors is elected, the Board shall meet to elect the officers. After the election, the Board of Directors shall assume the performance of its duties on October 1st . The Board's term of office shall continue until its successors are elected and qualified under this section.
- (d) 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. The Board shall also include a minimum of one manager and one umpire.

SECTION 7

Special General Membership Meetings. Special General Membership Meetings of the Members may be called by the Board of Directors or by the Secretary or President at their discretion.

Upon the written request of (choose one)...

xx ten (10) ___fifteen (15) __twenty (20)

... Members, the President or Secretary shall call a Special General Membership Meeting to consider the subject specified in the request. No business other than that specified in the notice of the meeting shall be transacted at any Special General Membership Meeting. Such Special General Membership Meeting shall be scheduled to take place not less than (choose one) ...

___ten (10) xx fourteen (14) __twenty one (21) __ thirty (30)

... days after the request is received by the President or Secretary.

SECTION 8

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

ARTICLE VI - BOARD OF DIRECTORS

SECTION 1

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

The Board of Directors shall consist of not more than thirty-five (35) members and not less than six (6). The actual number of members shall be determined by the Board of Directors at the annual meeting.

A member of the Board of Directors should live within the league boundaries or have been involved with the Local League prior to living outside the boundaries per Little League Regulations IId and IVh and shall be no less than the age of eighteen (18) years at the time he/she takes office.

Any member of the Board of Directors may nominate an individual for the Board by placing his or her name in consideration at a regular meeting. A Volunteer Application form must be filled out prior to any person becoming a member. The Membership Committee will screen and review the candidate's background and report its advisory opinion of the candidate at the next regular meeting. A candidate must then receive a majority vote of those present to become a member of the Board of Directors. The application form is to be kept on file for all persons who have served on the Board of Directors of the Town of Newburgh Little League, Inc. A new person accepted to the Board of Directors will be on a six (6) month probation from their acceptance date. The Board of Directors can remove a person on probation by majority vote if they do not attend at least 75% of all league activities. Activities are defined as meetings, field duty, field maintenance, or any duties defined by the board. See section 4 for voting rights of new members

Upon request in writing, any member of the Board of Directors may request a Leave of Absence. The Leave of Absence must be approved by the Board of Directors. They must submit a letter to the President or Vice-president stating a start date for when the leave will begin and when it will end. They will become an active member in the same standing as when the leave began once the end date of the leave has been reached with all privileges given to such members. Members on a Leave of Absence will not have any voting rights until the time their leave expires. A member can request only one (1) Leave of Absence during a fiscal year. Requests for a Leave of Absence once the season starts until it ends will be denied. Exceptions will apply for medical reasons.

League Field Official

All members of the Board of Directors are required to work at least ten (10) days of field duty assignment (combination of field and concession duty) during the regular season and at least two (2) games during the all-star tournament. During the regular season a person must work at least three (3) Saturday shifts. An exception will be made to this based on a member's age (65 or older) or physical disability. The disabled person must notify the President or Vice-president prior to not being able to perform the duties.

At least one (1) member of the Board of Directors will be assigned as the "League Field Official" at all times that League games are scheduled on the fields. This official is in full charge of the field complex during their scheduled period and has the authority to make emergency decisions that are necessary in the interest of the league in the absence of an Executive Committee person.

In addition there will be at least one (1) member of the Board of Directors will be assigned as the "Concession Stand Official" at all times that League games are scheduled on the fields. This official is in full charge of the concession stand during their scheduled period and has the authority to make emergency decisions that are necessary in the interest of the league in the absence of an Executive Committee person.

The Local League President or the next higher elected official present during the game has the authority to take necessary actions to protect League property and/or assure proper conduct of persons at the fields.

Members of the Board of Directors are responsible to assist in the protection of League property and monitor the activity during games.

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

- (a) **Board Meetings, Notice and Quorum.** Meetings of the Board of Directors shall be held at the time and place established annually by the incoming President. Meetings of the Board shall be held no less than once each month. Regular meetings of the Board of Directors shall be held following the Annual Meeting and on such days thereafter as shall be determined by the President. Notice of each regular meeting shall be given by the President or Secretary personally, electronically or by mail to each Director at least 5 day(s) before the time appointed for the meeting to the last recorded address of each Director.
- (b) 50% + 1 members of the Board of Directors in good standing shall constitute a quorum for the transaction of business at a regular Board meeting. If a quorum is not present, no voting shall be conducted.
- (50% + 1 is defined as follows:
20 members in good standing
20 X 50% = 10 + 1 = 11 members needed)*
- (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) The President or the Secretary may, whenever they deem it advisable, or the Secretary shall at the request in writing of 50% + 1 of the Board of 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.

Voting

Only active members or members in good standing may be allowed to vote on any matter brought up at a meeting.

All voting for changes to the Local League Constitution and Local League Rules must be by active Board of Directors members at a regular meeting.

Any new member to the Board of Directors must attend three (3) consecutive meetings before they will be allowed to vote on any Local League matters.

Note: After 3rd week of season opening, new members cannot vote in the upcoming election for that year.

Any member who cannot attend a Local League meeting due to another official Little League function will not be penalized for absence providing they notify the President or Vice-president prior to the meeting. This will also not count against the yearly requirements for attendance at meetings.

All issues to vote on will be approved by a majority vote of the members present at the meeting unless otherwise noted in the Constitution. A quorum must be present for any vote to be accepted.

Any issue of an illegal nature that is a violation under New York State Laws will not be put to a vote. The proper steps to take will be to file a criminal complaint with the police department (either local or state). It will be up to the Executive Committee to file the complaint or to get proper legal representation if necessary. Any member accused of an illegal action will be placed on inactive status immediately. Reinstatement is possible if they are wrongly accused.

NOTE: The intent of this statement is not to be used to nit-pick on all improper issues but to insure that personal feelings will not stand in the way of a course of action to be taken.

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 committees must bring back to the Board any findings, decisions or recommendations for final approval. The Board may adopt such rules and regulations for the conduct of its meetings and the management of 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 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 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 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. 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 charter issued to the Local League by that organization.
- (e) Designate in writing other officers, if necessary, to have power to make and execute for/and in the name of the Local League such contracts and leases they may 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 to residence and age eligibility before the player may be accepted for tryouts and selection.
- (i) To be eligible to become President, the applicant shall have had at least two (2) consecutive years as an active Board of Director in good standing.

SECTION 3

Vice President(s). The Vice President shall:

- (a) Perform the duties of the President in the absence or disability of the President, provided he or she is authorized by the President or Board so to act. When so acting, the Vice President shall have all the powers of that office.
- (b) Perform such duties as from time to time may be assigned by the Board of Directors or by the President.
- (c) Be Chairman of the umpire committee.
- (d) Be Chairman of the Grievance Committee.
- (e) Set up the scheduling of Board Members for the "Field Official" and "Concession Official" and posting.
- (f) Responsible for tax filing of league finances along with Treasurer of Local League
- (g) To be eligible to become Vice President, the applicant shall have had at least two (2) consecutive years as an active Board of Director in good standing

SECTION 4

Secretary. The Secretary shall:

- (a) Be responsible for recording the activities of the Local League and maintain appropriate files and necessary records.
- (b) Perform such duties as are herein specifically set forth, in addition to such other duties as are customarily incident to the office of Secretary or as may be assigned by the Board of Directors.
- (c) Maintain a list of all Honorary Members, Directors and committee members

- (d) Keep the minutes of the meetings of the Members, Board meeting attendance, the Board of Directors and the Executive Committee, and cause them to be recorded in a book kept for that purpose.
- (e) 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.
- (f) Notify committee members of their appointment.
- (g) To be eligible to become Secretary, the applicant shall have had at least one (1) year as an active Board of Director in good standing .

SECTION 5

Treasurer. The Treasurer shall:

- (a) Perform such duties as are herein set forth and such other duties as are customarily incident to the Office of Treasurer or may be assigned by the Board of Directors.
- (b) Receive all moneys and securities, and deposit it 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, approve all payments from allotted funds and draw checks therefore in agreement with policies established in advance of such actions by the Board of Directors. All disbursements by check must have dual signatures.
- (d) Prepare an annual budget, under the direction of the President, for submission to the Board of Directors by the end of November.
- (e) Prepare an annual financial report, under the direction of the President, for submission to the Membership and Board of Directors at the Annual Meeting, and to Little League Headquarters.
- (f) Performs the duties of the President in absence of President and Vice-president, provided he or she is authorized by the President or Board so to act.
- (g) An ex-officio member of the Finance and Concession Committees. Should be involved with any committee where funds are being spent or collected.
- (h) Responsible for tax filing of league finances along with Vice-President of Local League
- (i) To be eligible to become Treasurer, the applicant shall have had at least two (2) consecutive years as an active Board of Director in good standing. Exceptions can be made with Board approval.

SECTION 6

Player Agent(s). 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 transaction or selection meetings.
- (d) Prepare the rosters for all responsible divisions.
- (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) Maintain and coordinate the Player Pool list.
- (h) To be eligible to become Player Agent, the applicant shall have had at least one (1) year as an active Board of Director in good standing.

SECTION 7

Safety Officer. The Safety Officer shall:

- (a) Be responsible to create awareness, through education and information, of the opportunities to provide a safer environment for youngsters and all participants of Little League Baseball.
- (b) Develop and implement a plan for increasing safety of activities, equipment and facilities through education, compliance and reporting.

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

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 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

League Information Officer. The League Information Officer shall:

- (a) Manage the league's official web site.
- (b) Manage the online registration process and ensure that league rosters are maintained on the site.
- (c) Ensure that league news are updated on a regular basis.
- (d) Collect, post and distribute important information on League activities including direct dissemination of fundraising and sponsor activities to Little League Baseball, district, public, league members and media.
- (e) Serve as primary contact person for Little League and company designated by Little League regarding optimizing use of the Internet for league administration and for distributing information to league members and to Little League Baseball.

SECTION 9

Coaching Coordinator. The coaching coordinator shall:

- (a) Represent coaches/managers in 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.

SECTION 10

Vice-President/Commissioner of Divisions. The President will appoint a Vice-President/Commissioner from the Board to serve as representatives of each division.

- (a) This individual will supervise the running of that division
- (b) Act as its player representative.
- (c) Schedule its field maintenance (post to league online calendar for field, if available)
- (d) Serve as the liaison between the Board of Directors and the managers.
- (e) Assist the League President in the running of their respective divisions as directed by the Board of Directors.
- (f) Responsible for collecting equipment bags at the end of the season
- (g) Reviewing copies of scorebooks from games for violations/playing time
- (h) Ensure player ratings are done at year end
- (i) Handing out and collecting uniforms (including Tournament).
- (j) Responsible for keeping track of standings and scores for each game in their respective divisions.

Other duties can be added with Board approval. A Vice-President/Commissioner of a division can also be a manager, coach, or even an umpire in the Town of Newburgh Little League but not in the division that they are in charge of. Exceptions can be made with Board approval.

ARTICLE VIII - EXECUTIVE COMMITTEE

SECTION 1

The Executive Committee shall consist of the elected officers of the Board of Directors (President, Vice President(s), Secretary, Treasurer, and Player Agent(s)).

SECTION 2

The Executive Committee shall advise 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, but 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 office shall constitute a quorum for the transaction of business, and the act of a majority present at any meeting at which there is a quorum shall be the act of the Committee.

SECTION 4

The Executive Committee will provide the League a means of hearing complaints and grievances against league officials, managers, coaches, umpires, parents, and players. The Executive Committee has the authority to suspend officials, managers, coaches, umpires, parents, or players either temporarily or permanently from League activities. All official complaints must be presented to the Executive Committee. The Executive Committee will review and/or investigate the case and make the final decision.

Note: Grievance and protests relative to the playing of games, rules, and game officials will go before the Grievance Committee.

SECTION 5

The Executive Committee can be assigned any other responsibilities that the Board of Directors may direct, i.e., meeting with mortgages, legal decisions, etc.

ARTICLE IX - OTHER COMMITTEES

The President shall appoint members, subject to the Board of Directors approval, for the following committees. The President shall be a member ex-officio of all committees that he/she appoints except the nominating committee, to which he/she shall only act as an advisor.

All members of the Board of Directors must be a member of at least three (3) committees.

SECTION 1

Nominating Committee. The Board of Directors may appoint a Nominating Committee consisting of three (3) Directors and other appointed regular Members. The Committee shall investigate and consider eligible candidates and submit at the Annual Meeting a slate of candidates for the Board of Directors. A member of the nominating committee cannot be involved with the counting of any votes for a position they are applying for. The Committee shall also submit for consideration by the Board of Directors a slate of Officers for the Executive Committee. The Nominating Committee should collect all names of persons running for a position at least two (2) weeks prior to the election meeting.

SECTION 2

Membership Committee. The Board of Directors may appoint a Membership Committee consisting of four (4) Directors and other appointed Regular Members. The Committee shall receive the names of prospective Honorary and Regular Members, investigate for eligibility, and recommend those qualified for election at the annual, regular or any special meeting of the Members or the Board of Directors as the case may be.

SECTION 3

Finance Committee. The Board of Directors may appoint a Finance Committee consisting of not less than three (3) nor more than six (6) Directors. The Vice-President and Treasurer shall be ex-officio members of the Committee. The Committee is responsible for the financial records of the league. This will include yearly tax filing of both Federal and State income tax. It shall assist the Treasurer with monthly reports if needed. It shall review monthly reports and assist Treasurer with corrections if needed. Committee is responsible for audits of the local league financial records.

SECTION 4

Grounds Committee. The Board of Directors may appoint a Grounds Committee that shall be responsible for the care and maintenance of the playing field(s), buildings and grounds. This committee can consist of one (1) to ten (10) members. Committee will make recommendations to the Board of Directors for property improvements, work requirements, and work details. It shall operate within the amount appropriated in the approved budget for that purpose.

SECTION 5

Equipment Committee. The Board of Directors may appoint an Equipment Committee that shall secure bids on needed supplies, equipment, and uniforms and make recommendations for their purchase to the Board. This Committee shall consist of from one (1) to seven (7) members and shall be responsible for the proper issuance of such supplies and equipment and for the repair, cleaning and storage thereof at the close of the season. This Committee is responsible for obtaining all equipment from Vice President/Commissioner of each division as per Article XII Section 10, players and/or managers at the end of the season, the last game they play, regular season or All-stars. All expenditures of the Local League funds by this Committee must be approved by the Board of Directors.

No equipment or articles of any kind belonging to the Local League shall be loaned to any person or organization without first obtaining prior approval of the Board of Directors at a regularly scheduled meeting of the said Board of Directors.

Each year between October 1st and December an inventory of all property owned by the Local League shall be taken and submitted to the Board of Directors and a list thereof appended to the minutes. Equipment Committee is responsible for this activity.

SECTION 6

Managers Committee. The Board of Directors may appoint a Managers Committee consisting of the Player Agent and the Commissioners of each division. The Committee shall interview and investigate prospective managers and coaches and recommend acceptable candidates to the President, for appointment and subsequent approval by the Board of Directors. It shall, during the playing season, observe the conduct of the managers and coaches and report its findings to the President of the Local League. It shall, at the request of the President or Board of Directors, investigate complaints concerning managers and coaches and make a report thereof to the President or Board of Directors as the case may be. This committee will be responsible to perform the mandatory background checks on all managers, coaches, scorekeepers, team helpers, and Challenger division "buddies".

SECTION 7

Umpire Committee. The Board of Directors may appoint an Umpire Committee consisting of three (3) Directors and other appointed Regular Members. The Local League Vice-President shall be chairman of any such Committee. The Committee shall recruit, interview and recommend to the President for appointment a staff of umpires, including a chief umpire and replacements. When appointed, the staff of umpires shall be under the personal direction of the Local League President, assisted by the Chief Umpire or his designee who shall train, observe and schedule the staff.

SECTION 8

Concession Committee. The Board of Directors may appoint a Concession Committee consisting of not less than one (1) nor more than seven (7) other Directors and other appointed Regular Members. The Treasurer shall be an ex-officio member of the Committee. The function of the Concession Committee is the running of the Local League's concession stand.

SECTION 9

Fundraising Committee. The Board of Directors may appoint a Fundraising Committee consisting of not less than one (1) nor more than seven (7) Directors. The Committee shall investigate ways and means of financing the Local League including team sponsorships, signs and submit recommendations. It shall be responsible for taking up collections at games, if such collections are authorized by the Local League, and shall turn over said collections to the Treasurer immediately after each game. It shall review and evaluate auxiliary projects for raising money and make recommendations to the Board. The Board of Directors shall approve in advance all projects and actions of the Fundraising.

SECTION 10

Grievance Committee

The Town of Newburgh Little League will set up a permanent committee for the following purposes:

1. To hear and resolve all game protests.
2. To receive all reports of violation of rules.
3. To hear and act upon all problems arising during a game.

NOTE: Any misconduct or violation of the Code of Conduct by a manager, coach, player, parent, or umpire will be handled by the Executive Committee

All protests based on a rule infraction should be in writing within 24 hours of it occurring.

Membership: Will consist of six (6) members. One (1) of which will be the chairman (Vice-President); one (1) will be the player agent; one (1) will be the Commissioner of the division affected (this member will vary); and the rest are to be appointed by the Board of Directors

Note: During grievances, the Chief Umpire or his representative should be present during hearings relative to the rules, field conditions, umpire disputes, etc., for interpreting the rules.

Meetings: within forty-eight (48) hours for protests as stated above. For other purposes the Grievance Committee will meet as soon as is practical before the next general meeting.

Quorum: A quorum shall consist of three (3) members.

Voting: A majority vote will rule. The Chairman is to vote only in case of a tie.

Appeals: All protests are to be resolved with no right of appeal. For violations of rules the Grievance Committee is empowered to impose such penalty as they feel is justified up to and including suspensions. Each individual has the right to appeal penalties imposed upon the individual to the Executive Committee. Each individual is to be informed of his or her right to appeal.

The Grievance Committee shall notify the Board of Directors and people directly involved of all actions they take when the next scheduled meeting of the Board of Directors takes place. At this time they shall make any recommendations that they feel are necessary in order to avert these problems in the future.

If a Board of Director member as a League official or in any way, misinforms/misrepresents a playing rule to a manager or coach, the Grievance Committee will act on that grievance.

The above rule replaces pertinent rules listed in the Little League Baseball, Incorporated Rule book for handling grievances or protests relative to game situations.

SECTION 11

Rules Committee:

The Rules Committee shall consist of seven (7) members. This committee will annually review the Constitution and Local League Rules and make recommendations to the Board of Directors for changes. All changes will be reviewed by the Rules Committee prior to submittal to the Board of Directors for approval.

SECTION 12

Field Use Committee

The Field Use Committee shall consist of not less than one (1) or more than three (3) Directors. This committee will be responsible for all non Little League teams who want to use our fields. It shall ensure all teams playing at our complex have the proper insurance, fees (if any) are paid, and the teams/organizations know how to conduct themselves while at the Town of Newburgh Little League complex. This committee must notify the Board of any teams requesting use of the fields. It shall set the fees to be charged and present them to the Board for approval.

SECTION 13

Safety Committee

The Safety Committee shall consist of at least one (1) member (Safety Officer). This committee will be responsible for safety at the Town of Newburgh Little League complex. It is to monitor the complex (fields, buildings, grounds) to insure no safety problems exist. It is to make recommendations to the Board for approval for any safety concerns it finds. All accidents that occur are to be investigated by this committee.

NOTE: While it is this committee's responsibility for safety, all members of the Local League must look for and report any unsafe conditions that may exist.

SECTION 14

All-Star Committee

The All-Star Committee shall consist of three (3) to five (5) members. This committee would work closely with the Commissioners of each Division as well as other Board Members and Committees. The responsibility is to ensure the methodology for picking of players, assisting with the choosing of managers and coaches, purchase of uniforms, and the ongoing manager awareness during the regular season.

ARTICLE X - AFFILIATION

SECTION 1

Charter. The Local League shall annually apply for a charter from Little League Baseball, Incorporated, 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. The Local League Charter shall be completed and on file with Little League no later than January 1 each year for the upcoming season.

SECTION 2

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

SECTION 3

Local Rules, Ground Rules. The local rules and ground rules of this Local League 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 of this Local League shall expire at the end of each fiscal year, and are not considered part of this Constitution. (See Article XI, Section 7 for 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, 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 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 are 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 unless otherwise authorized by the Board of Directors. All checks shall be signed by the Local League Treasurer and such other officer or

