

THE CARLINGWOOD-FRANK RYAN LITTLE LEAGUE BASEBALL ASSOCIATION

CONSTITUTION

I – PRINCIPLES

ARTICLE 1 NAME

1. The name of this organization shall be the “Carlingwood-Frank Ryan Little League Baseball Association”, hereinafter referred to as the “League”.

ARTICLE 2 PURPOSE

- 2.1 Little League Baseball is a program of volunteer service to youth. It is geared to provide an outlet of healthful activity and training under good leadership in the atmosphere of wholesome community participation.
- 2.2 Little League is dedicated to helping children become good and decent citizens. It strives to inspire them with a goal and to enrich their lives toward the day when they must take their place in the world. It establishes for them rudiments of teamwork and fair play.

ARTICLE 3 OBJECTIVE

- 3.1 The primary objective of the League shall be to implant firmly in the youth of the community the ideals of good sportsmanship, honesty, loyalty, and courage. The objective will be achieved by providing a supervised baseball program under the Rules and Regulations of Little League Baseball, Incorporated.
- 3.2 The attainment of exceptional skill or the winning of games shall be secondary to the prime goal of moulding ethical adults.

ARTICLE 4 PHILOSOPHY

- 4.1 The League shall do all that is possible in meeting the needs of participants regardless of ability.
- 4.2 The League shall foster a general spirit of community involvement.
- 4.3 The League shall maintain interest in the game of Little League Baseball.
- 4.4 The League shall exercise general care, supervision, and direction over the playing interests of teams and players.

II – ORGANIZATION
ARTICLE 5
ADMINISTRATION

- 5.1 The league operates under a charter granted annually by Little League Baseball, Incorporated.
- 5.2 The League is administered by an Executive Committee, which shall be elected annually at the Annual General Meeting of the membership.

ARTICLE 6
MEMBERSHIP

6. The League consists of Members. These Members belong to one of the following classes:
- a) Youth Member- Any youth who lives within the official boundaries of the League: who meets the requirements of Little League; and, whose application to participate has been approved by the League.
 - b) Regular Member- Any parent(s) or guardian(s) of a Youth Member who so choose; or, any individual who has expressed an interest in participating in the League and the League has approved of their participation.
 - c) Special Member- Any individual approved by the League.

ARTICLE 7
EXECUTIVE COMMITTEE

- 7.1[a] The Executive Committee of the League shall be composed of the President, the Vice-President of Administration/Finance, the Vice-President of Baseball Operations, the Secretary, the Registrar, the Treasurer, the Director of Coaching & Player Development, the Umpire-in-Chief and other Members so authorized by the Annual General Meeting.
- 7.1[b] The Executive Committee shall be responsible for the management of the affairs of the League and for setting and administering all League policy and activity.

President

- 7.2[a] The President is an elected voting member who shall be the Chief Executive Officer of the League.
- 7.2[b] The President shall be the Chairperson of the Executive Committee.
- 7.2[c] The President shall represent the League at the District Level.
- 7.2[d] The President shall be the Co-Chairperson of the Disciplinary Committee.
- 7.2[e] The President shall be the final authority on all League decisions.

Vice-President of Administration/Finance

- 7.3 The Vice-President of Administration/Finance is an elected voting member who shall be the Chairperson of the Administration/Finance Committee and shall generally be responsible for the administrative operations of the League.

Vice-President of Baseball Operations

- 7.4 The Vice-President of Baseball Operations is an elected voting member who shall be the Chairperson of the Baseball Operations Committee and shall be generally responsible for the on-field activities of the League.

Secretary

- 7.5 The Secretary is an elected non-voting member who shall be responsible for taking, distributing, and maintaining the Minutes of all Annual, Special and Executive Committee meetings and for issuing notices of such meetings.

Registrar

- 7.6 The Registrar is an elected voting member who shall be responsible for the maintenance of the registration accounts of the league and shall provide the necessary documentation to the various committees as needed by such committees to facilitate the workings of the league.

Treasurer

- 7.7[a] The Treasurer is an elected voting member who shall be responsible for the maintenance of the financial accounts of the league and shall be a signing officer for these purposes along with the President and Vice-President of Administration/Finance.
- 7.7[b] The Treasurer shall also be responsible for ensuring that the financial statements of the league are reviewed annually to provide assurance that the financial statements present fairly the financial position of the league.

Umpire-in Chief

- 7.8[a] The Umpire-in-Chief shall be an elected voting member who shall be responsible for the organization and training of the umpires within the league.
- 7.8[b] The Umpire-in-Chief is the Co-Chairperson of the Disciplinary Committee along with the President

Director of Coaching & Player Development

- 7.9[a] The Director of Coaching & Player Development shall be an elected voting member who shall be responsible for selecting and recommending to the President for approval all Coaching Staff.
- 7.9[b] The Director of Coaching & Player Development shall oversee the development of the players within the league and shall coordinate the appropriate training clinics.
- 7.9[c] The Director of Coaching & Player Development shall be the liaison to the Executive regarding Player or Coaching issues (Player Agent)

Past-President

- 7.10 The Past-President shall be a non-elected non-voting member of the Executive Committee and shall serve in an advisory capacity to assist the newly elected President for a period of one year.

Other Members

- 7.11 Any other Members elected to the Executive Committee shall perform duties as determined by the Annual General Meeting at the time of election and as assigned by the Executive Committee. Additional Members may be appointed by the Executive Committee to perform duties as determined by the Executive Committee.
- 7.12 The President shall convene a meeting of the Executive Committee at least once every calendar quarter and, in addition, shall convene a special meeting no later than one week after three Members of the Executive Committee request such a meeting.

Quorum

- 7.13 The quorum for a meeting of the Executive Committee shall be a majority of its members.

Voting

- 7.14 Only the following members of the Executive Committee shall be entitled to vote, and all questions shall be decided by a majority of those present and voting.
- President
 - Vice-President of Administration/Finance
 - Vice-President of Baseball Operations
 - Registrar
 - Treasurer
 - Umpire-in-Chief
 - Director of Coaching & Player Development

ARTICLE 8 STANDING COMMITTEES

- 8.1 Standing Committees may be established by the League at a General Meeting of the League and shall operate under the general direction of the Executive Committee for the purposes for which they were established.
- 8.2 The Standing Committees of the League shall be:
- a) **Administration/Finance**, which shall be responsible for the administrative and financial operations of the League, preparation of the annual budget and of the financial statements of the League. The Vice-President of Administration/Finance shall chair it. Additional responsibilities include, but are not limited to, recommending and developing policy options. This committee shall promote social and recreational activities of the League and shall be responsible for recommending options for effective community relations, including presenting the positive aspects of the League and working with other community groups to promote harmonious relations.
 - b) **Baseball Operations**, which shall be responsible for the on-field activities of the League including player development, coaching, umpiring, scheduling, and field allocations and shall be chaired by the Vice-President of Baseball Operations.
- 8.3 Standing Committees shall be composed of no more than seven (7) and no fewer than three (3) regular

Members of the League appointed by the Executive Committee. Each Standing Committee shall have at least one Member who is also a Member of the Executive Committee.

8.4 Chairpersons of other Standing Committees shall be elected Members of the Executive Committee.

Sub-Committees

8.5[a] Each Standing Committee once duly constituted may delegate its responsibilities to Sub-Committees as deemed necessary. These Sub-Committees may be given any of the powers of the standing Committee except the power to report to the Executive Committee.

8.5[b] Each Sub-Committee shall perform the tasks as prescribed in Article 8.2 above or any other task as requested by the Executive Committee.

Powers

8.6 Each Standing Committee shall perform the tasks as prescribed in Article 8.2 above or any other task as requested by the Executive Committee. Each Standing Committee shall report its proceedings and findings to the Executive Committee.

ARTICLE 9 ELECTION, TERM OF OFFICE, AND VACANCIES

Frequency of Elections

9.1 Members of the Executive Committee shall be elected or re-elected at the Annual General Meeting.

Procedure

9.2 The election of the members of the Executive Committee shall be presided over by a Chairman selected by an Executive or Other Member for that purpose but who is not a candidate for election to the Executive Committee.

Repeated Absences

9.3 A member of the Executive Committee or a Standing Committee who is absent from three (3) consecutive meetings of the committee without just cause shall be considered to have resigned their position.

Removal

9.4 Members of the Executive Committee or Standing Committees may be removed by a majority vote of a General Meeting convened for that purpose and all parties duly advised of the purpose of the meeting.

Vacancies

- 9.5 Should the position of the President become vacant during the incumbents term of office, The Executive Committee shall appoint one of the Vice-Presidents as President to serve the balance of the term.
- 9.6 Should any position other than that of the President become vacant during the current term of office, the Executive committee may appoint a Member of the League to serve until the next General Meeting.
- 9.7 Should any of the positions referred to in Article 7.3 to Article 7.8 not be filled by election at the Annual General Meeting; the Executive Committee may appoint a Member of the League to serve until the next General Meeting.

ARTICLE 10 GENERAL MEETINGS

Concerning

- 10.1[a] The Executive Committee shall convene an Annual General Meeting of the Members during the month of September for the purpose of conducting all necessary business.
- 10.1[b] The Executive Committee may from time to time convene a Special General Meeting of the Members. In addition, should twenty-five Members so request a Special General Meeting shall be convened no later than four weeks after such request.

Notice of Meeting

- 10.2[a] The Secretary shall notify Members in writing of the date, time, location, and agenda of an Annual General Meeting, at least three weeks before the date of the meeting.
- 10.2[b] The Secretary shall notify Members in writing of the date, time, location, and agenda of a Special Meeting at least one week before the date of the meeting.

Agenda

- 10.3[a] The Agenda prepared by the Executive Committee for an Annual general Meeting shall include the following items of business:
- Approval of the agenda
 - Approval of the minutes of the previous Annual General Meeting and each Intervening Special General Meeting
 - Business arising from these minutes
 - Amendments to the Constitution
 - Report from the President
 - Reports from any committee
 - Presentation of the Financial Statements
 - Election of the Members of the Executive Committee
 - Other business
- 10.3[b] The agenda of a Special General Meeting shall be restricted to the purpose for which the meeting is called.

Documentation

10.4 The secretary shall provide Members the minutes of the previous Annual General Meeting and each intervening Special General Meeting together with the Notice of Meeting.

Quorum

10.5[a] the quorum for an Annual General Meeting shall be Executive Committee plus two other Regular Members.

10.5[b] not withstanding sub-paragraph 10.5[a] above, if a quorum is not present at a duly called Annual Meeting, the Executive Committee shall convene another meeting with at least one week notice, and the quorum for that meeting shall be constituted by those Members present.

Voting

10.6 Only Executive Committee Members are entitled to move motions and to vote at a General Meeting. All questions shall be decided by a majority of votes cast.

ARTICLE 11 QUESTIONS OF PROCEDURE

11. At any meeting of the Executive Committee or any General Meeting, the Chair shall decide all questions of procedure based on his Constitution, on any relevant decisions of the Executive Committee or previous General Meetings. Decisions of the Chair may be appealed to the Executive Committee at meetings of that body or to the Membership at General Meetings.

ARTICLE 12 BY-LAWS

12. The Annual General Meeting and the Executive Committee may make such by-laws, not inconsistent with this Constitution or the Rules and Regulations of Little League Baseball, Incorporated, as deemed necessary or convenient for conducting the business of the League. Any by-law made by the Executive Committee shall remain provisional until approved, repealed or amended by the next General Meeting.

ARTICLE 13 AMENDMENTS

13. This Constitution may be amended at a duly called General Meeting provided that the Executive Committee is informed and provided with a copy of the proposed amendment in writing at least one month in advance of the General Meeting. A copy of the proposed amendments will be provided to Members together with the Notice of Meeting.

**ARTICLE 14
OTHER AUTHORITY**

14.The Rules and Regulations of Little League Baseball, Incorporated shall govern any item or subject not covered by this Constitution.

**ARTICLE 15
COMING INTO FORCE**

15.This Constitution and any amendment thereto shall be effective when it is adopted at a General Meeting.

**The Carlingwood-Frank Ryan Little League Baseball Association Membership
approved this Constitution on September 25th, 2003.**

557-02-03

League ID #