

**SUBMITTED SEPTEMBER 2014**

**APPROVED ON SEPTEMBER 9TH, 2014**

**GRANITE FALLS LITTLE LEAGUE  
CONSTITUTION  
LEAGUE I.D. NUMBER 04470116**

**ARTICLE I – NAME**

This organization shall be known as Granite Falls Little League, hereinafter referred to as “GFLL.”

**ARTICLE II – OBJECTIVE**

**SECTION 1**

The objective of GFLL 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, GFLL 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, GFLL 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 GFLL may apply to become a Member.

## SECTION 2

**Classes.** There shall be the following classes of Members:

- (a) Players Members.** Any player candidate meeting the requirement of Little League Regulation IV shall be eligible to compete for participation. Players Members shall have no rights, duties or obligations in the management or in the property of GFL.
- (b) Regular Members.** Any adult person actively interested in furthering the objectives of GFL may become a Regular Member upon election and payment of dues as hereinafter provided. Regular Members may be issued a card numbered in sequential order annually. The secretary 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, Volunteer Umpires, Board Members, Officers of the Board and any other person who is recognized by the Board as a volunteer in GFL, including those volunteers with the following titles listed below: Team Parents, Field Maintenance, Uniforms, Player Agent, Safety Officer, Information Officer, Coaching Coordinator, Concessions Manager, and Sponsor/Fundraising Manager.
- (c) Honorary Members.** Any person may be elected as 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 GFL.
- (d) Sustaining Members.** Any person not a Regular Member who makes financial or other contribution to GFL 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 GFL.
- (e)** As used hereinafter, the word "Member" shall mean a Regular Member unless otherwise state.

## 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 GFL.
- (b)** Regular Members should not be actively engaged in the promotion and/or operation of any other baseball/softball program.

## **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 managers and coaches, when the conduct of such person is considered detrimental to the best interests of GFLL and/or Little League Baseball, Incorporated. 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 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-third's 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 thirty (30) days 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 MEETINGS**

### **SECTION 1**

**Definition.** A General Membership Meeting is any meeting of the membership of GFLL (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 seven (7) days in advance of the meeting, setting for 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 one-fifth (20 percent) of the members (as defined in Article III-Membership) 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 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 GFLL. 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 Election Chairman (appointed at the meeting) 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 GFLL shall be held *the second Sunday in September* each year for the purpose of electing new Members, electing the Board of Directors, receiving reports, reviewing the Constitution, appointing committees, 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 GFLI a report, verified by the President and Treasurer, or by a majority of the directors, showing:
- (1) The condition of GFLI, 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 of GFLI, and the name of the financial institution in which such funds are maintained;
  - (3) The whole amount of real and personal property owned by GFLI, 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 GFLI during such year. This report shall be filed with the records of GFLI and entered in the minutes of the proceedings of the Annual Meeting. A copy of such report shall be forwarded to Little League International.
- (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 seven (7).
- (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 1<sup>st</sup>** (specify date). 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, a Safety Officer and a Coaching Coordinator. The Board shall also include a minimum of one manager and one volunteer umpire. Only volunteer umpires may be elected to the Board.

## 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 five (5) 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 Membership Meeting shall be scheduled to take place not less than ten (10) 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 same conflicts with this Constitution of GFL.

## ARTICLE VI – BOARD OF DIRECTORS

### SECTION 1

**Authority.** The management of the property and affairs of GFL shall be vested in the Board of Directors.

### SECTION 2

**Increase in number.** The number of Board of Directors so fixed at the Annual Meeting may be increased at any General Membership Meeting or Special Meeting of the Members. If the number is increased, the additional Directors may be elected at the meeting at which the increase is voted, or at any subsequent General Membership Meeting. All elections of additional Directors shall be by majority vote of all Regular Members present or represented by a properly executed and signed absentee ballot filed with the Secretary prior to the election meeting.

### SECTION 3

**Vacancies.** If any vacancy occurs in the BoD, by death, resignation or otherwise, it may be filled by a majority vote of the remaining Directors at any regular Board meeting or at any Special Board Meeting called for that purpose.

### SECTION 4

**Board Meetings, Notice and Quorum.** Regular meetings of the BoD shall be held immediately following the Annual Meeting and on such days thereafter as shall be determined by the Board.

- (a) The President or the Secretary may, whenever they deem it advisable, or the Secretary shall at the request in writing of GFL BoD, 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) Notice of each Board meeting shall be given by the Secretary personally, electronically or by mail to each Director at least seven day(s) before the time appointed for the meeting to the last recorded address of each Director.
- (c) One third of the members of the BoD shall constitute a quorum for the transaction of normal business. If a quorum is not present, no business shall be conducted.

- (d) Only members of the BoD may make motions and vote at meetings of the BoD. However, the BoD may invite, admit and recognize guests for presentations or comments during Board meetings.
- (e) A minimum of 52% of the BOD must approve expenditures of \$1000 or more. (Face to face vote or email with *reply all* is required.)

## **SECTION 5**

**Duties and Powers.** The BoD shall have the power to appoint such standing committees as it shall determine appropriate and to delegate such powers to them as the Board shall deem advisable and which it may properly delegate.

The Board may adopt such rules and regulations for the conduct of its meetings and the management of GFLL 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 GFLL 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 BoD meetings, except where same conflicts with this Constitution of GFLL.

## **ARTICLE VII – DUTIES AND POWERS OF THE BOARD**

### **SECTION 1**

**Appointments.** The BoD 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 BoD 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 GFLL and execute the policies established by the BoD.
- (b) Present a report of the condition of GFLL at the Annual Meeting.
- (c) Communicate to the BoD such matters as deemed appropriate, and make such suggestions as may tend to promote the welfare of GFLL.

- (d) Be responsible for the conduct of GFLI 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 GFLI by that organization.
- (e) Designate in writing other officers, if necessary, to have power to make and execute for/and in the name of GFLI such contracts and leases they may receive and which have had prior approval of the Board.
- (f) Investigate complaints, irregularities and conditions detrimental to GFLI and report thereon to the Board or Executive Committee as circumstances warrant.
- (g) Prepare and submit an annual budget to the BoD 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.

### **SECTION 3**

**Vice President.** 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 BoD or by the President.

### **SECTION 4**

**Secretary.** The Secretary shall:

- (a) Be responsible for recording the activities of GFLI 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 Secretary or as may be assigned by the BoD.
- (c) Maintain a list of all Regular, Sustaining Members, Directors and committee members and give notice of all meetings of GFLI, the BoD and Committees.
- (d) Keep the minutes of the meetings of the Members, the BoD 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 Members, Directors, Officers and committee members of their election or appointment.

## SECTION 5

**Treasurer.** The Treasurer shall:

- (a) Performs such duties as are herein set forth and such other duties as are customarily incident to the Office of the Treasurer or may be assigned by the BoD.
- (b) Receive all moneys and securities, and deposit same in a depository approved by the BoD within three business days.
- (c) Keep records for the receipt and disbursement of all moneys and securities of GFLL, approve all payments from allotted funds and draw checks therefore in agreement with policies established in advance of such actions by the BoD. All disbursements by check must have dual signatures.
- (d) Prepare an annual budget, under the direction of the President, for submission to the BoD at the Annual Meeting.
- (e) Prepare an annual financial report, under the direction of the President, for submission to the Membership and BoD at the Annual Meeting, and to Little League International.
- (f) Prepare Annual Financial Statement for submission to the Internal Revenue Service.

## SECTION 6

**Player Agent.** 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 Player Agent's list.
- (e) Prepare for the President's signature and submission to Little League International, team rosters, including players claimed, and the tournament team eligibility affidavit.
- (f) Notify Little League International of any subsequent player replacements or trades.
- (g) Administer the divisional player pool.

## 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 children and all participants of Little League.

- (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**

**Coaching Coordinator.** The Coaching Coordinator shall:

- (a) Represent coaches/managers in GFLL;
- (b) Present a coach/manager training budget to the BoD;
- (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 International.

## **SECTION 9**

**League Information Officer.** The League Information Officer shall:

- (a) Set up and manager the league's official website (site authorized by Little League International);
- (b) Set up online registration and ensure the league rosters are uploaded to Little League.
- (c) Assign online administrative rights to other local volunteers;
- (d) Encourage creation of team web sites to managers, coaches and parents;
- (e) Ensure that league news and scores are updated online on a regular basis;
- (f) Collect, post, and distribute important information on league activities including direct dissemination of fund-raising and sponsor activities to Little League Baseball, Incorporated, the district, the public, league members, and the media;
- (g) Serves as primary contact person for Little League and Active Team Sports regarding optimizing use of the Internet for league administration and for distributing information to league members and to Little League Baseball, Incorporated.

## SECTION 10

**Sponsorship/Fundraising Manager.** The Sponsorship/Fundraising Manager shall:

- (a) Solicits and secures local sponsorships to support league operations.
- (b) Collects and reviews sponsorship and fundraising opportunities.
- (c) Organizes and implements approved league fundraising activities.
- (d) Coordinates participation in fundraising activities.
- (e) Maintains records of monies secured through sponsorship and fundraising initiatives.

## SECTION 11

**Concession Manager.** The Concession Manager shall:

- (a) Maintains the operations of concession facilities.
- (b) Organizes the purchase of concession products.
- (c) Responsible for the management of the concession sales at league events.
- (d) Schedules volunteers and is the primary contact with team representatives, to work the concession booth during league events.
- (e) Collects and reviews concession related offers including coupons, discounts, and bulk-purchasing opportunities.
- (f) Organizes, tallies and keeps records of concession sales and purchases.

## ARTICLE VIII - AFFILIATION

### SECTION 1

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

### SECTION 2

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

### SECTION 3

**Local Rules, Ground Rules and/or Bylaws.** The local rules, ground rules and/or bylaws of GFLL shall be adopted by the BoD at a meeting to be held not less than one month previous to the first scheduled game of the season, but shall not conflict with the Rules, Regulations and Policies of Little League Baseball, Incorporated, nor shall they

conflict with this Constitution. The local rules, ground rules and/or bylaws of GFLI shall expire at the end of each fiscal year, and are not considered part of this Constitution. (See Article IX, Section 7 for fiscal year of GFLI.)

## **ARTICLE IX – FINANCIAL AND ACCOUNTING**

### **SECTION 1**

**Authority.** The BoD shall decide all matters pertaining to the finances of GFLI 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 GFLI, thereby to discourage favoritism among teams and to endeavor to equalize the benefits of GFLI.

### **SECTION 3**

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

### **SECTION 4**

**Disbursement of Funds.** The Board shall not permit the disbursement of GFLI 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. All checks shall be signed by the GFLI Treasurer and such other officer or officers or person or persons as the BoD shall determine.

### **SECTION 5**

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

### **SECTION 6**

**Deposits.** All moneys received shall be deposited to the credit of GFLI at Key Bank Branch, located in Granite Falls, WA.

### **SECTION 7**

**Fiscal Year.** The fiscal year of GFLL shall begin on October 1 and shall end on September 30.

## **SECTION 8**

**Distribution of Property upon Dissolution.** Upon dissolution of GFLL and after all outstanding debts and claims have been satisfied, the Members shall direct the remaining property of GFLL to another Federally incorporated entity which maintains the same objectives as set forth in Article II of this Constitution, which are or may be entitled to exemption under Section 501(c)(3) of the Internal Revenue Code or any future corresponding provision.

## **ARTICLE X – 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(s) of all proposed amendments shall be submitted to Little League Baseball, Incorporated, for approval before implementation.

This Constitution was approved by the Granite Falls Little League Membership on September 9th, 2014.

\_\_\_\_\_ DATE: \_\_\_\_\_  
Jamie E. Stinson