VIRGINIA BEACH LITTLE LEAGUE CONSTITUTION

Last Updated 11/2011

ARTICLE I
NAME

Section 1 - **Organization Name:** The organization shall be known as Virginia Beach Little League, Incorporated ("VBLL").

ARTICLE II
OBJECTIVE

Section 1 - **Organization Objective:** The objective of Virginia Beach Little 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 will be well adjusted, stronger and happier children and will grow up to be healthy and trustworthy citizens.

Section 2 - **Achievement of Objective:** To achieve this objective, Virginia Beach Little 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 fine citizens is of prime importance. In accordance with Section 501-(c)-(3) of the Federal Internal Revenue Code, the Virginia Beach Little League shall operate exclusively as a non-profit, educational athletic 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 affect the objective of Virginia Beach Little 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 and who resides within the authorized boundaries of Virginia Beach Little League, shall be eligible to compete for participation but shall have no rights, duties or obligations in management or in property of Virginia Beach Little League.

(b) **Regular Members.** Any adult person actively interested in furthering the objectives of Virginia Beach Little League may become a Regular Member upon election and payment of dues (if applicable) and approved by the Board of Directors. Regular Members may be required to complete a volunteer form and may be issued a card number in sequential order annually. The secretary shall maintain the roll of membership to qualify voting members. All regular member names may be posted on the Virginia Beach Little League website or may be obtained from the League Secretary. 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 elected or appointed officials must be active Regular Members in good standing.

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 Virginia Beach Little League.

(b) Board members should not be actively engaged in the promotion and/or operation of any other baseball and/or softball program if that participation creates a conflict of interest with the Virginia Beach Little League.

Section 4 - **Suspension or Termination:** Membership may be terminated by resignation or action by the Board of Directors.

(a) The Board of Directors, by a two-thirds vote of those present constituting a quorum at any duly called disciplinary 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 Virginia Beach Little 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 the 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 of which the player is a Player Member. Said manager shall appear in the capacity of an advisor, 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 constituting a quorum at any duly called disciplinary Board meeting.

ARTICLE IV
DUES FOR REGULAR MEMBERS (NOT PLAYERS)

Section 1 - Dues for Regular Members may be fixed at such amounts, as Board of Directors shall determine for a particular fiscal year, (See Article XI, Section 7 for fiscal year of the Virginia Beach Little League.) Note: Dues for Regular Members are separate from registration fees for Player Members, which are determined annually by the Board of Directors.

Section 2 - Regular Members who fail to pay applicable dues within 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 the league (including Special General Membership Meeting, Section 7). A minimum of one per year (Annual Meeting, see Section 6) is required by August 31.

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 7 days

in advance 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 shall be necessary to constitute a quorum with a minimum of 10. If a quorum of the General Membership is not present then, 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 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 vote at the annual meeting of Virginia Beach Little League.

Section 6 - **Annual Meeting:** The Annual meeting of members of Virginia Beach Little League, shall be held no later than by August 31 each year and whenever possible on the third Saturday of August for the purpose of electing new Members, electing 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 Virginia Beach Little League a report, verified by the President and Treasurer, or by a majority of Directors, showing:
   (1) The condition of Virginia Beach Little League, to be presented by the President or his/her designate;
   (2) A general summary of funds received and expended by the Virginia Beach Little League for previous year, the amount of funds currently in possession of the Virginia Beach Little 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 Virginia Beach Little League, where located, and where invested;
   (4) For the year immediately preceding, the amount and nature of the property acquired, with the date of the report and 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 Virginia Beach Little League during such year. This report shall be filed with records of Virginia Beach Little 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 ensuring 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 1 start of the next fiscal year.

(d) The Officers of the Board of Directors shall include, at a minimum, the President, one or more Vice Presidents, Treasure, Secretary, one or more Player Agents, Safety Officer, Information Officer, one or more Coaching Coordinators, and Umpire in Chief. The Board shall also include a minimum of one manager and volunteer umpire. Only a volunteer umpire may be elected to the Board. Managers and Coaches must be a minority of the Board of Directors members.

Section 7 - **Special General Membership Meetings:** Special General Membership Meetings may be called by the Board of Directors or by the Secretary or President at their discretion. 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 notice of meeting shall be transacted at any Special General Membership Meeting. Such Special General Membership Meeting shall be scheduled to take place not less than ten (10) days after the President or Secretary receives the request.

Section 8 - **Rules of Order for General Membership Meetings:** Robert's Rules of Order shall govern the proceedings of all General Membership Meetings.

ARTICLE VI
BOARD OF DIRECTORS

Section 1 - **Authority:** The management of the property and affairs of Virginia Beach Little League shall be vested in the Board of Directors consisting of 11 elected members detailed in Article VII Duties and Powers of The Board.

Section 2 - **Increase in number:** The number of elected 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 shall 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 property 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 elected remaining Directors at any regular Board meeting or at any Special Board Meeting called for that purpose.

Section 4 - **Board Meetings, Notice:** Regular meetings of the Board of Directors shall be held in conjunction with the Annual Meeting. In the months that detailed lengthy discussions will take place i.e. Coaches selection, all star guidelines, etc. Four hours may be allotted for these meetings to allow the Board enough time to discuss candidates or issues in depth, and as need thereafter as determined by the Board.

(a) The President or Secretary may, whenever they deem it advisable, or the Secretary shall at the request in writing of four (4) 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) Notice of each Board meeting shall be given by the Secretary personally electronically or by mail to each Director at least four (4) days before the time appointed for the meeting to the last recorded address of each Director.

(c) Five (5) members of the Board of Directors shall constitute a quorum for the transition of business. If a quorum is not present, no business shall be conducted.

(d) 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 meeting.

(e) The board shall meet annually and put in writing all star selection criteria for players, coaches and mangers no later than Jan 31 prior to the upcoming spring season.

(f) All volunteer nominees seeking appointments as a coach and/or manager (regular season, all star or fall ball) shall be presented to the board for discussion by the President prior to selection and approval of the board.

(g) Schedule a mandatory coaches training for anyone wishing to coach, assistant coach or volunteer coach no later than the end of February prior to the spring season. Coaching coordinator will coordinate an additional training to accommodate late signups as needed.

Section 5 - Majority**:** 51% of the 11 Board of Directors members outlined in Article VII Board of Directors Duties and Powers, which is six (6) or more members of the Board of Directors of which the President must be present shall be required to conduct business.

Section 6 - **Duties and Powers:** The Board of Directors shall have the power to appoint such standing committees as it shall determine appropriate and to delegate such powers to them as the Board shall deem advisable and which it may properly delegate.

The Board may adopt such rules and regulations for the conduct of its meeting and the management of Virginia Beach Little 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 constituting a quorum as defined in Article VI Section 5 Quorum, at any regular Board or Special Board Meeting to discipline, suspend or remove any Director or Officer or Committee Member of Virginia Beach Little League in accordance with the procedures set forth in Article III, Section 4 (a,b).

Section 7 - **Rules of Order for Board Meetings:** Robert's Rule of Order shall govern the proceedings of all Board of Directors meetings.

ARTICLE VII
BOARD OF DIRECTORS DUTIES AND POWERS

Section 1 - **President:** The President shall:

(a) Conduct the affairs of Virginia Beach Little League and execute the policies established by the Board of Directors.
(b) Present a report on the condition of Virginia Beach Little 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 Virginia Beach Little League.
(d) Be responsible for the conduct of the Virginia Beach Little League in strict confirmation to the policies, principles, Rules and Regulations of Little League Baseball, Incorporated, as agreed to under the conditions of charter issued to Virginia Beach Little League.
(e) Designate in writing, other Board Members if necessary, to have power to make and execute for/and in the name of Virginia Beach Little League such contracts and leases they may receive and which have had prior approval of the Board of Directors.
(f) Investigate complaints, irregularities and conditions detrimental to Virginia Beach Little 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) The President receives all mail, supplies and other communications from Little League Headquarters.

Section 2 - **Vice-President of Baseball:** The Vice President of Baseball shall:
(a) In case of the absence or disability of the President, and provided he is authorized by the President or Board so to act, the Vice-President of Baseball shall perform the duties of the President, and when so acting, 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) Chairperson of protest committee within the Baseball divisions.
(d) Monitors operation of Baseball Divisions T-Ball, Coach Pitch, Minor Farm, Minor, Major, Junior, Senior, Big League.

Section 3 - **Vice-President of Softball:** The Vice President of Softball shall:
(a) In case of the absence or disability of the President and provided he is authorized by the President or Board so to act, the Vice-President of Softball shall perform the duties of the President, if the Vice President of Baseball is unavailable. The Vice President of Softball when so acting, 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) Chairperson of protest committee within the Softball divisions.
(d) Monitors operation of Softball Divisions T-Ball, Coach Pitch, Minor, Major, Junior, Senior, and Big League.

Section 4 - **Secretary:** The Secretary shall:
(a) Be responsible for recording the activities of Virginia Beach Little 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 Secretary or as may be assigned by the Executive 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 Virginia Beach Little League, the Board of Directors and Committees.
(d) Keep the minutes of the meetings of the Members, the Board of Directors and the Executive Board, and cause them to be recorded in a book kept for that purpose.
(e) Shall 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.

Section 5 - **Treasurer:** The Treasurer shall:
(a) Perform such duties as are herein specifically set forth, in addition to such other duties as are customarily incident to the office of Treasurer or as may be assigned by the Executive Board of Directors.
(b) Receive all monies and securities, and deposit same in a depository approved by the Executive Board of Directors.
(c) Keep records for the receipt and disbursement of all monies of Virginia Beach Little League, including the Auxiliary, approve all payments from allotted funds and draw checks therefore in agreement with policies established in advance of such actions by the Executive Board of Directors.
(d) Prepare an annual budget, under the direction of the President, for submission to the Executive Board of Directors as the annual meeting.
(e) Prepare monthly treasury report of all Virginia Beach Little League accounts.
(f) Prepare an annual financial report, under the direction of the President, for the submission to the membership and Executive Board of Directors at the annual meeting.
(g) Prepare for an annual audit at the end of each fiscal year.

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 checking residence and age eligibility.
(c) Conduct 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.

Section 7 - **Safety Officer:** The Safety Officer shall:
(a) Be responsible to create awareness, through education and information, of opportunities to provide a safer environment for children 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.

Section 8 - **Information Officer:** The League Information Officer shall:

(a) Manage the league's official home page on eteamz.com/vabeachll (Domain name vbll.org).
(b) Manage the online registration process and ensure that league rosters are maintained on the site.
(c) Assign administrative rights to league volunteers and teams.
(d) Ensure that league news and scores are updated on a regular basis.
(e) Collect post and distribute important information on League activities including direct dissemination of fund-raising and sponsor activities to Little League Baseball, district, public, league members and media.
(f) Serve as primary contact person for Little League regarding optimizing use of internet for league administration and for distributing information to league members and to Little League Baseball.

Section 9 - **Coaching Coordinator Baseball:** The Coaching Coordinator of Baseball shall:

(a) Represent coaches/managers in all Baseball divisions;
(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 material to players, coaches and managers;
(e) Coordinate mini-clinics as necessary in conjunction with appointed Training Coordinator;
(f) Serve as the contact person for the Little League manger-coach education program for Virginia Beach Little League.

Section 10 - **Coaching Coordinator Softball:** The Coaching Coordinator of Softball shall:

(a) Represent coaches/managers in all Softball divisions;
(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 material to players, coaches and managers;
(e) Coordinate mini-clinics as necessary in conjunction with appointed Training Coordinator;
(f) Serve as the contact person for the Little League manger-coach education program for Virginia Beach Little League.

Section 11 - **Umpire-in-Chief:** The Umpire-in Chief shall:

(a) Recruit, train, and organize volunteer umpire program;
(b) Schedule umpires for games;
(c) Ensure all volunteer umpires have filled out a Little League Volunteer form.

ARTICLE VIII
APPOINTMENTS

Section 1 - **Appointments:** The Board of Directors may appoint such officers or agents as it deems necessary or desirable, and may prescribe the powers and duties of each outlined in the following sections.

Section 2 - **Equipment Manager:** The Equipment Manager shall:

(a) Order and distribute uniforms to players.
(b) Order and distribute Little League approved shoulder patches.
(c) Ensure that league provide batting helmets and catcher's helmets are NOCSAE approved and properly maintained and replaced as needed.
(d) Ensure that league provided catcher's masks are properly maintained and are distributed with attached dangling style throat guards.
(e) Ensure that league provided chest protectors meet Little League specifications for the division of play;
(f) Ensure that all teams are provided a League First Aid kit.

Section 3 - **Sponsor Coordinator:** The Sponsor Coordinator shall:

(a) Solicit local businesses for funds as listed in Virginia Beach Little League Sponsorship Contract (i.e. Team Sponsors). League President must approve all sponsors.

Section 4 - **Team Parent Coordinator:** The Team Parent Coordinator shall:

(a) Organize Team photo day
(b) Organize distribution of fundraiser information to Team Parents
(c) Organize collection of fundraiser money from Team Parents.
(d) Administer to teams, Little League Awards program through Team Parents.

Section 5 - **Facility Coordinator:** The Facility Coordinator shall:

(a) Maintain facility, which includes all fields, buildings (Concession Stand, Equipment Building etc.)
(b) Report any facility issues (i.e. Safety)

Section 6 - **Concession Coordinator:** The Concession Coordinator shall:

(a) Manage Concession Stand
(b) Organize Concession Stand volunteers
(c) Set Team Concession Stand Volunteer schedules.
(d) Maintain log of volunteer's hours for League award programs and incentives.

Section 7 - **Training Coordinator:** The Training Coordinator shall:

(a) Organize training events for League Officers, Umpires, Coaches, and Players.
(b) Develop training material as needed for each training event scheduled
(c) Conduct training events as required.

Section 8 - **T-Ball Director:** The Tee Ball Director shall:

(a) Monitor operations of T-Ball Division to ensure that Little League and Local League rules and regulations are followed.
(b) Be responsible for the promotion and growth of the T-Ball program.
(c) Be responsible for ensuring that the T-Ball managers and coaches meet all League requirements for coaching (i.e. field preparation and assigned field maintenance).

Section 9 - **Coach Pitch Director:** The Coach Pitch Director shall:

(a) Monitor operations of Coach Pitch Division to ensure that Little League and Local League rules and regulations are followed.
(b) Be responsible for the promotion and growth of the Coach Pitch program.
(c) Be responsible for ensuring that the Coach Pitch managers and coaches meet all League requirements for coaching (i.e. field preparation and assigned field maintenance).

Section 10 - **Minor Farm Director:** The Minor Farm Director shall:

(d) Monitor operations of Minor Farm Division to ensure that Little League and Local League rules and regulations are followed.
(e) Be responsible for the promotion and growth of the Minor Farm program.
(f) Be responsible for ensuring that the Minor Farm managers and coaches meet all League requirements for coaching (i.e. field preparation and assigned field maintenance).

Section 11 **Minor Baseball Director:** The Minor Baseball Director shall:

(a) Monitor operations of Minor Baseball Division to ensure that Little League and Local League rules and regulations are followed.
(b) Ensure that Minor Baseball teams submit game score cards with line-up for each game.
(c) Keep standings for the Minor Baseball Division.
(d) Be responsible for the promotion and growth of the Minor Baseball program.
(e) Be responsible for ensuring that the Minor Baseball managers and coaches meet all League requirements for coaching (i.e. field preparation and assigned field maintenance).

Section 12 **Major Baseball Director:** The Major Baseball Director shall:

(a) Monitor operations of Major Baseball Division to ensure that Little League and Local League rules and regulations are followed.
(b) Ensure that Major Baseball teams submit game score cards with line-up for each game.
(c) Keep standings for the Major Baseball Division.
(d) Be responsible for the promotion and growth of the Major Baseball program.
(e) Be responsible for ensuring that the Major Baseball managers and coaches meet all League requirements for coaching (i.e. field preparation and assigned field maintenance).

Section 13 **Junior Baseball Director:** The Junior Baseball Director shall:

(a) Monitor operations of Junior Baseball Division to ensure that Little League and Local League rules and regulations are followed.
(b) Ensure that Junior Baseball teams submit game score cards with line-up for each game.
(c) Keep standings for the Junior Baseball Division.
(d) Be responsible for the promotion and growth of the Junior Baseball program;
(e) Be responsible for ensuring that the Junior Baseball managers and coaches meet all League requirements for coaching (i.e. field preparation and assigned field maintenance).

Section 14 **Senior Baseball Director:** The Senior Baseball Director shall:

(a) Monitor operations of Senior Baseball Division to ensure that Little League and Local League rules and regulations are followed.
(b) Coordinate inter-league play schedules with other local leagues if needed.
(c) Ensure that Senior Baseball teams submit game score cards with line-up for each game.
(d) Keep standings for the Senior Baseball Division.
(e) Be responsible for the promotion and growth of the Senior Baseball program.
(f) Be responsible for ensuring that the Senior Baseball managers and coaches meet all League requirements for coaching (i.e. field preparation and assigned field maintenance).

Section 15 - **Big League Baseball Director:** The Big League Baseball Director shall:

(a) Monitor operations of Big League Baseball Division to ensure that Little League and Local League rules and regulations are followed.
(b) Coordinate inter-league play schedules with other local leagues if needed.
(c) Ensure that Big League Baseball teams submit game score cards with line-up for each game.
(d) Keep standings for the Big League Baseball Division.
(e) Be responsible for the promotion and growth of the Big League Baseball program.
(f) Be responsible for ensuring that the Big League Baseball managers and coaches meet all League requirements for coaching (i.e. field preparation and assigned field maintenance).

Section 16 - **T-Ball Softball Director:** The T-Ball Softball Coordinator shall:

(a) Monitor operations of T-Ball Softball Division to ensure that Little League and Local League rules and regulations are followed.
(b) Coordinate inter-league play schedules with other local leagues if needed.
(c) Ensure that T-Ball Softball teams submit game score cards with line-up for each game.
(d) Keep standings for the T-Ball Softball Division.
(e) Be responsible for the promotion and growth of the T-Ball Softball program.
(f) Be responsible for ensuring that the T-Ball Softball managers and coaches meet all League requirements for coaching (i.e. field preparation and assigned field maintenance).

Section 17 - **Minor Softball Director:** The Minor Softball Director shall:

(g) Monitor operations of Minor Softball Division to ensure that Little League and Local League rules and regulations are followed;
(h) Coordinate inter-league play schedules with other local leagues if needed.
(i) Ensure that Minor Softball teams submit game score cards with line-up for each game.
(j) Keep standings for the Minor Softball Division.
(k) Be responsible for the promotion and growth of the Minor Softball program.
(l) Be responsible for ensuring that the Minor Softball managers and coaches meet all League requirements for coaching (i.e. field preparation and assigned field maintenance).

Section 18 - <u>Major Softball Director:</u> The Major Softball Director shall:

(a) Monitor operations of Major Softball Division to ensure that Little League and Local League rules and regulations are followed.
(b) Coordinate inter-league play schedules with other local leagues if needed.
(c) Ensure that Major Softball teams submit game score cards with line-up for each game.
(d) Keep standings for the Major Softball Division.
(e) Be responsible for the promotion and growth of the Major Softball program.
(f) Be responsible for ensuring that the Major Softball managers and coaches meet all League requirements for coaching (i.e. field preparation and assigned field maintenance).

Section 19 - <u>Junior Softball Director:</u> The Junior Softball Director shall:

(a) Monitor operations of Junior Softball Division to ensure that Little League and Local League rules and regulations are followed.
(b) Coordinate inter-league play schedules with other local leagues if needed.
(c) Ensure that Junior Softball teams submit game score cards with line-up for each game.
(d) Keep standings for the Junior Softball Division.
(e) Be responsible for the promotion and growth of the Junior Softball program.
(f) Be responsible for ensuring that the Junior Softball managers and coaches meet all League requirements for coaching (i.e. field preparation and assigned field maintenance).

Section 20 - <u>Senior Softball Director:</u> The Senior Softball Director shall:

(a) Monitor operations of Senior Softball Division to ensure that Little League and Local League rules and regulations are followed.
(b) Coordinate inter-league play schedules with other local leagues if needed.
(c) Ensure that Senior Softball teams submit game score cards with line-up for each game.
(d) Keep standings for the Senior Softball Division.
(e) Be responsible for the promotion and growth of the Senior Softball program.
(f) Be responsible for ensuring that the Senior League Softball managers and coaches meet all League requirements for coaching (i.e. field preparation and assigned field maintenance).

Section 21 - <u>Big League Softball Director:</u> The Big League Softball Director shall:

(a) Monitor operations of Big League Softball Division to ensure that Little League and Local League rules and regulations are followed.
(b) Coordinate inter-league play schedules with other local leagues if needed.
(c) Ensure that Big League Softball teams submit game score cards with line-up for each game.
(d) Keep standings for the Big League Softball Division.
(e) Be responsible for the promotion and growth of the Big League Softball program.
(f) Be responsible for ensuring that the Big League Softball managers and coaches meet all League requirements for coaching (i.e. field preparation and assigned field maintenance)

ARTICLE IX
EXECUTIVE COMMITTEE

Section 1 - The Board of Directors may appoint an Executive Committee which shall consist of not less than three (3) or more than five (5) directors, one of whom may be the President of Virginia Beach Little League or his designee.

Section 2 - The Executive Committee shall advise with and assist the Officers of the Virginia Beach Little League in 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 majority present at any meeting at which there is a quorum shall be the act of the Committee.

ARTICLE IX
OTHER 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. The Committee shall also submit for consideration by the Board of Directors a slate of Officers and Committee Members.

Section 2 - **Membership Committee:** The Board of Directors may appoint a Membership Committee consisting of three (3) Directors and other appointed Regular Members. The Committee shall receive the names of prospective Honorary, Sustaining 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.

Section 3 - **Budget Committee:** The Board of Directors may appoint a Budget Committee consisting of the President, Treasure, and at least one (1) and not more than three (3) other Directors. The Committee shall be responsible for submitting recommendations for the annual budget for the current fiscal year.

Section 4 - **Background Check Committee:** The Board of Directors may appoint a Background Check committee to review all volunteer applications and perform a background check using the Little League approved Choice Point web based criminal background database search service. The committee will screen and approve all volunteer applicants' background to the best of there ability before confirmation by the Board of directors. The committee shall consist of at least 3 Board members. The President or his designee shall char this committee.

Section 5 -- **Managers Committee:** The Board of Directors may appoint a Managers Committee consisting of the Vice-President of Baseball Coaching, Coordinator of Baseball, Vice-President of Softball, and Coaching Coordinator of Softball and at least two (2) other Directors.

The Committee shall interview and investigate prospective managers and coaches, including those for the Minor League teams and recommend acceptable candidates and coaches and report its finding to the President of Virginia Beach Little 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 and Board of Directors. .

Section 6 - **Auditing Committee:** The Board of Directors may appoint an Auditing Committee consisting of three (3) Directors. The President, Treasure or signatories of checks are not eligible. The Committee will review Virginia Beach Little League's books and records annually prior to the Annual Meeting and attach a statement of its findings to the annual financial statement of the President and Treasurer; or may, if directed by the Board of Directors or Membership, secure the service of a Certified Public Accountant to accomplish such review.

Section 7 - **Fundraising Committee:** The Board of Directors **may** appoint a Fundraising Committee consisting of the Sponsor Coordinator, Treasures and at least one (1) and no more than three (3) other Directors. The Committee shall investigate ways and means of financing Virginia Beach Little League including team sponsorships and submit recommendations.

It shall be responsible for taking up collections at games, if such collections are authorized by Virginia Beach Little League, and shall turn over said collections to the Treasurer immediately after each game.

Section 8 - **Building and Property Committee:** The Board of Directors **may** appoint a Building and Property Committee consisting of three (3) Directors 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 Finance Committee. It shall be responsible for repair and improvement recommendations, other than normal maintenance, and supervise the performance of approved projects.

Section 9 - **Grounds Committee:** The Board of Directors **may** appoint a Grounds Committee consisting of the Field Manager and other appointed Regular Members. The Field Committee shall be responsible for the care and maintenance of the playing fields, buildings and grounds. It shall operate within the amount appropriated in the approved budget for that purpose.

Section 10 - **Playing Equipment Committee:** The Board of Directors **may** appoint a Playing Equipment Committee consisting of the Equipment Manager and other appointed Regular Members. The Playing Equipment Committee shall secure bids on needed supplies and equipment and make recommendations for their purchase to the Board.

The Committee 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.

Section 11 - **Umpire Committee:** The Board of Directors **may** appoint an Umpire Committee consisting of the Umpire-in Chief and other appointed Regular Members. The Virginia Beach Little League President shall be chairman of any such Committee. The Committee shall recruit, interview and recommend to the President for appointment a staff of umpires. The staff of Umpires shall be under the personal direction of the Virginia Beach Little League President, assisted by the Chief Umpire who shall train, observe and schedule the staff.

Section 12 - **Auxiliary Committee:** The Board of Directors **may** appoint an Auxiliary Committee consisting of the Virginia Beach Little League Treasurer, Auxiliary Chair and other appointed Regular Members. The Committee shall coordinate the activities of the Auxiliary. It shall review and evaluate auxiliary projects for raising money and disposition of profits, and make recommendations to the Board. The Board of Directors shall approve in advance all projects and actions of the Auxiliary.

ARTICLE X
AFFILIATION

Section 1 - **Charter:** Virginia Beach Little League shall annually apply for charter(s) from Little League Baseball, Incorporated, and shall do all things necessary to obtain and maintain such charters. Virginia Beach Little League shall devote its entire energies to the activities authorized by such charter(s) 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 Virginia Beach Little League.

Section 3 - **Local Rules, Ground Rules and Bylaws:** The local rules, ground rules, and bylaws of Virginia Beach Little League shall be adopted by the Board of Directors at a meeting to be held 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, Incorporated, nor shall they conflict with this Constitution. The Local rules, ground rules and Bylaws of Virginia Beach Little League shall expire at the end of each fiscal year and shall not be 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 Virginia Beach Little League and it shall place all income including Auxiliary funds, in a common league treasury. The Treasurer may transfer funds from the Auxiliary account to the Operating account upon approval of the Board of Directors to ensure Virginia Beach Little League meets all financial obligations. A balance shall be maintained within the Auxiliary account and when possible shall be at least $1,000. Direction of expenditure of funds shall be performed in such manner as will give no individual or team an advantage over those in competition with such individual or team

(a) The President and Treasure shall have signature authority on all accounts.
(b) The Auxiliary Coordinator shall have signature authority on the Auxiliary account only.
(c) By a 2/3 vote the Board of Directors can grant the President with Secretary's signature the authority to sign for leases and or loans on Virginia Beach Little Leagues behalf.

Section 2 - **Contributions:** The Board shall not permit the contribution of funds or property to any individual team but shall solicit funds for the common treasury of Virginia Beach Little League; thereby to discourage favoritism among teams and to endeavor to equalize the benefits of Virginia Beach Little 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 Virginia Beach Little League treasury.

Section 4 - **Disbursement of Funds:** The Board shall not permit the disbursement of Virginia Beach Little 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 debit check card.

Section 5 - **Compensation:** No Director, Officer or Member of the Virginia Beach Little League shall receive, directly or indirectly any salary, compensation from Virginia Beach Little League for services rendered as Director, Officers or Members.

Section 6 - **Accounts and Deposit:** For the purpose of accurate accounting of money received and expenditures, Virginia Beach Little League shall maintain the following accounts at a financial institution in good standing and insured by the FDIC. Currently, all VBLL accounts are held at Towne Bank.

(a) **Operating Account**: For the purpose of general operations. All money received from registration, team sponsorships, fundraisers, and donations shall be deposited into this account.

(b) **Auxiliary Account:** For the purpose of operation of the Concession Stand. All money received from concessions will be deposited into this account. The Auxiliary Coordinator will use his account for the operation expenses (Food equipment etc.) of the Concession Stand.

(c) **Building Account:** At the end of each fiscal year the Board of Directors by a 2/3 majority vote move funds left over from the Operating and Auxiliary accounts of the previous year for the purpose of capital improvements to the Virginia Beach Little League Complex. Money will be disbursed from this account upon 2/3 vote approval of the Board of Directors for a specific project approved by the Board of Directors.

(d) **Junior/Senior Light Fund Account**: For the purpose of lighting the Junior/Senior Baseball field. Money is deposited into this account from donors who only wish for there money to be used for lighting the Junior/Senior Baseball field. Money will be disbursed from this account by 2/3 majority vote of Board of Directs approval for the purchase and installation of the Lighting equipment for the Junior/Senior field. Once the Junior/Senior Baseball field light project is complete this account will be closed and all money used for the light project.

Section 7 - **Fiscal year:** The Fiscal year of Virginia Beach Little League shall begin on October 1 and end September 30.

Section 8 - **Distribution of Property upon Dissolution:** Upon dissolution of Virginia Beach Little League and after all outstanding debts and claims have been satisfied, the Members shall direct the remaining property of Virginia Beach Little League to another Federally Incorporated entity which maintains the same objectives as set fourth 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 changes is included in notice of such meeting.

Draft of all proposed amendments shall be submitted to Little League Baseball, Incorporated, for approval before implementation.

This Constitution was approved by Virginia Beach Little League membership on _____, 201_.

President's Name: Kevin P. Quinn

President's Signature: _____

Secretary's Name: Michele Bock

Secretary's Signature:_____

League ID No.: 346-08-16

Federal Tax ID No.: 54-1375758