



PO Box 126 Clarks Summit, PA ABINGTONLITTLELEAGUE.COM

Abington Little League Inc.

Constitution and By-Laws

ARTICLE I – NAME

This organization is operated legally as Abington Little League Inc. It will be commonly known as the Abington Little League (A.L.L.). The A.L.L. shall remain in good standing with, and be a Charter of, Little League Baseball™ Incorporated.

ARTICLE II – OBJECTIVE

- (a) The objective of the A.L.L. shall be to implant firmly in the youth of the community the ideals of good sportsmanship, honesty, courage, reverence, and respect for authority so that they may be stronger, happier youths, and will grow to be decent, healthy, and trustworthy adults making a positive impact on our community.
- (b) To achieve this objective, the A.L.L. will provide a supervised program of competitive athletic games under the rules and policies set forth by the league in conjunction with Little League Baseball™. The board of directors, coaches, and other supervisors shall bear in mind that the attainment of exceptional skill and that winning games is secondary, and the molding of responsible young adults is of prime importance.
- (c) In accordance with Section 501-(c)-(3) of the Federal Internal Revenue Code, the A.L.L. shall operate exclusively as a non-profit educational organization providing a supervised program of competitive baseball. 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 – GOVERNMENT

- (a) The A.L.L. shall be governed and supervised by an Executive Board comprised of no less than eleven (11) officers for a one-year term. The officers shall include: President, Vice President, Treasurer, Secretary, Player Agent, Safety Officer, Purchasing Agent, Fundraising Chair, T-Ball Commissioner, Minor Farm Coach Pitch Commissioner, Minor Farm Player Pitch Commissioner, Major Little League Commissioner, Intermediate (50/70) League Commissioner, Junior/Senior League Commissioner, Information Officer, Fields and Grounds Director and optionally the Umpire Coordinator and Concession Stand Director.

- (b) At the annual meeting, the aforementioned Executive Board shall be elected by the general membership. Nominees must receive 50% of the votes, plus 1 to be elected. The ballots will be counted in the presence of membership.
- (c) The aforementioned officers shall not be responsible for any other league or athletic organization that may be in conflict with the A.L.L.
- (d) Once the Executive Board is established, the President will be selected by the Executive Board who will then nominate the remaining officers (Vice President, Treasurer, etc.) If two candidates are nominated to an office, one must receive a majority of votes to be elected. A majority is more than half of those voting. If three or more candidates are nominated for an office, the candidate who receives the most votes will be elected. In the event of a tie, a second vote will be cast to decide a majority vote. If after the second vote is cast and a tie still exists, the presiding Executive Board will vote by silent ballot until the tie is broken.
- (e) If during the Fscal Year following the election, an office is vacated for any reason, the President and Executive Board shall nominate and elect an individual to complete the unexpired term of the vacated office.
- (f) If the President is unable to complete the term of office for any reason the Executive Board shall elect from the existing board membership an acting President to complete the term.
- (g) All matters of the A.L.L. shall be decided by majority of a quorum of the Executive Board. A quorum will be a minimum of eight (8) board members.
- (h) Any board member may be removed from the Executive Board with a 2/3 vote of the Executive Board shall the need arise for misconduct, code of conduct violation, legal issues, or any other reason that deems necessary to ensure protection for the league.
- (i) The A.L.L. Executive Board may by resolution elect any former board member to a Director Emeritus position. These members are deemed as worthy of that recognition on account of extraordinary service rendered to the A.L.L. The nominating resolution must be passed by a majority vote of two-thirds (2/3) of the sitting Executive Board members. A Director Emeritus position is a lifetime position, though a Director Emeritus may resign from the position at any time. A Direct Emeritus shall be invited to attend all A.L.L. Executive Board meetings as a non-voting participant, though attendance is voluntary. A Director Emeritus is expected to follow the A.L.L Code of Conduct policy.

ARTICLE IV – RESPONSIBILITIES

- (a) The President shall be Chairman of the Executive Board and shall preside at all league and Executive Board meetings and must maintain safety of all players involved in the league. The President must properly brief league personnel on all phases of rules and policies set forth by A.L.L. and Little League Baseball™. The President shall serve as liaison between the A.L.L., the District Office, the Regional Office, and with Little League Baseball™.
- (b) The Vice President shall preside in the absence of the President, works with other officers and other members, and carries out duties as delegated by the President.
- (c) The Secretary shall be responsible for the communication, publicity, meeting notices, and the recording of minutes relating to all Executive Board and General Board Meetings.
- (d) The Treasurer shall be responsible for the recording of all financial transactions including the collection of concession and game collections, sign advertising, sponsors, donors, and fundraising revenue. The Treasurer shall report all banking statements, payments, receipts, payables, and other financial information to the Executive Board on a monthly basis, unless otherwise ask for by the Executive Board.
- (e) The Player Agent shall be responsible for maintaining record of youth membership, player drafts and rosters, development, playing schedules, and operations in accordance with Little League Baseball™ rules and regulations.
- (f) The Safety Officer shall be responsible for the distribution of safety information, medical kits and related supplies. He/she will manage the training, certification, and Safety Plan. He/she will report all injury claims to the President for processing. The Safety Officer is also responsible for all background checks and requirements, as set forth by Little League Baseball™.
- (g) The Purchasing Agent shall be responsible for purchasing, control, and care of league playing equipment and uniforms. All necessary supplies and equipment must be properly bid by the Purchasing Agent.
- (h) The Fundraising Chair will oversee the fundraising committee and will be responsible for bringing all fundraising ideas and activities before the Executive Board for approval.
- (i) The T-Ball Commissioner shall be responsible for appointment of Managers, which will be then nominated by the President, then approved by the Executive Board, and the supervision and management of games and policies of the T-Ball Division of A.L.L.
- (j) The Minor Farm Coach Pitch Commissioner shall be responsible for appointment of Managers, which will be then nominated by the President, then approved by the Executive Board, and the supervision and management of games and policies of the Minor Farm Division of A.L.L.
- (k) The Minor Farm Player Pitch Commissioner shall be responsible for appointment of Managers, which will be then nominated by the President, then approved by the Executive

Board, and the supervision and management of games and policies of the Major Farm Division of A.L.L.

(l) The Major Little League Commissioner shall be responsible for appointment of Managers, which will be then nominated by the President, then approved by the Executive Board, and the supervision and management of games and policies of the Little League Division of A.L.L.

(m) The Intermediate (50/70) Commissioner shall be responsible for appointment of Managers, which will be then nominated by the President, then approved by the Executive Board, and the supervision and management of games and policies of the Intermediate (50/70) Division of A.L.L.

(n) The Junior/Senior Commissioner shall be responsible for appointment of Managers, which will be then nominated by the President, then approved by the Executive Board, and the supervision and management of games and policies of the Junior/Senior Division of A.L.L.

(o) The Field and Grounds Director shall be responsible for the upkeep and safety of the property and ensure all maintenance is taken care of. The Director shall organize volunteers to help with day-to-day jobs such as field maintenance, grass care, fence repair, and other items as deemed necessary. The Director shall conduct a "Field Clean-Up Day" in the spring, prior to the season start, and also at the end of the season to close the property.

(p) The Information Officer shall be responsible for the set up and updates to the A.L.L. official website along with distributing any important information via email and/or social media on any league activities.

(q) The Concession Stand Director shall maintain the operation of concession facilities, organize the purchase of concession products, be responsible for the management of the concession sales at league events, and organize, tally, and keep records of concession sales and purchases.

(r) The Umpire Coordinator shall serve as the coordinator of assigning umpires to all A.L.L. games. He/she will recommend volunteer umpires to the President to serve the league during the regular season, and recruit, review and retain volunteer umpires.

ARTICLE V – FISCAL YEAR

In accordance with the rules established by Little League Baseball™, Williamsport, PA, the A.L.L. has established its Fiscal Year commencing on October 1 and ending on September 30.

ARTICLE VI – MEETINGS

Prior to September 30, an annual meeting shall be held for the election of officers. Special meetings may be called by the President or upon request of at least four (4) members of the Executive Board. Notices as to the date, time, and place of the general meeting must be made public no less than 48 hours before the meeting. The Executive Board will hold regularly scheduled monthly meetings throughout the year for general business. For ease of notice and planning, the Executive Board will make every effort to have regular monthly meetings on the first Sunday of every month, with exceptions made for holidays. Robert's Rules of Order shall govern the proceedings of any General Membership meetings and all regular meetings of the Executive Board.

ARTICLE VII – OPERATING PERSONNEL

Managers, assistants, coaches, umpires, and other league personnel shall be appointed by the responsible commissioner, nominated by the President, and approved annually by the Executive Board. Each individual shall be responsible for his/her actions in accordance with the by-laws of this organization. Each individual shall also be subject to the Code of Conduct Policy set forth by the Executive Board.

ARTICLE VIII – MEMBERSHIP

- (a) Any youth meeting the requirements of age and residency as set forth in the rules and regulations of the Little League Baseball™, shall be eligible for ACTIVE PLAYER membership in the A.L.L.
- (b) In order to be a GENERAL MEMBER, all registration information must be received, all payments for the current Fiscal Year must be paid in full, and the Code of Conduct Policy must be accepted and adhered to. The parent or legal guardian of an active player who is interested in furthering the goals, initiatives, and objectives of the A.L.L. is considered a GENERAL MEMBER.
- (c) In order to be a GENERAL MEMBER IN GOOD STANDING, the above criteria in section (b) must be completed, and this person must also have no disciplinary actions in the past three (3) years, and may not be currently suspended or disciplined in any way for the current Fiscal Year.
- (d) In order to be a VOTING MEMBER IN GOOD STANDING, the above criteria in sections (b) and (c) must have been adhered to in its fullest. This person must also have taken part in two of the following activities in order to further the betterment of the league:
 - 1. Spring Raffle – assist in gathering financial donations and other in-kind donations, assist with organizing and the handout of team raffle packages, and assist with the collection of

the same items. Other operation duties needed as set forth by the appropriate Executive Board Member.

2. Spring Clean-up – attend the yearly spring clean-up to assist with general maintenance of the property, and ready the fields for the upcoming season.
3. Spring Flower Sale – attend and assist the players and others with the Mother’s Day Flower sale and accomplish other duties in order to make the flower sale a successful fundraiser for the league.
4. Annual Field Day/Family Day – help with fundraising duties, concession duties, or other operational duties needed in order to host a successful day at the fields for the league.
5. All Star Tournaments – assist in preparing and maintaining fields and/or volunteering to work in the concession stand during any All Star games that are hosted by A.L.L.
6. Travel Tournaments – assist in preparing and maintaining fields and/or volunteering to work in the concession stand during any travel tournaments that are hosted by A.L.L.
7. Fall Mum Flower Sale – attend and assist the players and others with the Fall Flower sale and accomplish other duties in order to make the flower sale a successful fundraiser for the league.
8. Fall Clean-up – attend the yearly fall clean-up and closure of the property and fields. Assist with physical duties in order to ready the property for the off-season and winter months.

(e) In order to be an Executive Board Member, all above criteria must be met including, but not limited to:

1. Attend a minimum of nine (9) monthly Executive Board meetings, including any emergency and/or special meetings.
2. Attend a minimum of Three (3) of the above-mentioned activities.
3. Actively take part in stand openings and closings to aide in the operation of the concession stand.
4. Actively participate to gain outside grants, donations, and other funding not normally received by standard methods.
5. Attend district meetings when need be and when it pertains to the responsibility of the board member.
6. Take part in the yearly coach’s training as set forth in the league safety plan in order to aid the league as a whole with experience and knowledge of baseball fundamentals.

(f) No youth, player, or registrant may be excluded from the league based on race, color, creed, sex, religion, or any other discriminatory basis. In the event of a youth being physically handicapped, the A.L.L. will make every effort to enroll the youth in a local Challenger League Charter.

(g) The Executive Board shall have the authority to suspend any GENERAL MEMBER, GENERAL MEMBER IN GOOD STANDING, and VOTING MEMBER IN GOOD STANDING, of the A.L.L. whose conduct is considered detrimental to the best interest of the league. A suspended regular member has the right to appeal, in writing, to the President within

three (3) days from the date of the suspension. The Executive Board will consider the appeal within seven (7) days of receipt.

(h) All GENERAL MEMBERS are subject to and must adhere to the Code of Conduct Policy set forth and approved by the Executive Board annually.

ARTICLE IX – REFUND POLICY

(a) The registration fee is a payment towards the operation of A.L.L., a non-profit 501-(c)-(3) organization. In order to receive any refund due, the parent or guardian of a player must submit a letter of resignation to the A.L.L. via the league's email address. The email will then be forwarded to the A.L.L. Player Agent, the Commissioner of the league the player was participating in, along with the player's head coach.

(b) The amount of refund will be based on the date of the letter of resignation was received by the A.L.L. and under the following situations:

- Withdrawal requests received PRIOR to the league's draft process and/or appointment to a team will receive their registration refund minus the fees the A.L.L. absorbs through the player's original registration process.
- Withdrawal requests received AFTER the league's draft process and/or appointment to a team will receive their registration refund minus a reduction of 40% to cover the player's original registration processing fees, uniforms, and hat expense, along with Little League International insurance expenses.
- After the start of the regular season, there will be NO REFUNDS.

(c) A player who resigns due to injury or illness will be considered on a case-by-case basis.

ARTICLE X – FINANCIAL POLICY

(a) The Treasurer shall submit a proposed budget of income and expenses for the upcoming fiscal year by the first day of December for approval of the Executive Board.

(b) The Executive Board shall decide all matters pertaining to the finances of the league which do not exceed the authorized budget. It shall be a permanent policy to place all income into a common league treasury, directing the expenditures of the same in such a manner.

(c) The Executive Board shall discourage the contributions of funds to individuals or teams and solicit same for the common treasury of the A.L.L. This regulation is to discourage favoritism among teams and to endeavor to equalize the benefits of the league.

(d) At least two competitive bids must be obtained for any expenditure of \$500.00, and at least three (3) bids must be obtained for any expenditure over \$1,500.00. The Executive Board will make the final decision regarding the bids.

- (e) The A.L.L. shall not make any donation, contribution, payment, etc. to any political, religious, or other special interest group that may not be in the best interest of the A.L.L.
- (f) The A.L.L. shall maintain all insurances as set forth by Little League Baseball™ as a minimum requirement. Additional insurances are at the discretion of the Executive Board.
- (g) All checks, cash withdrawals, and transfers of money will require the signature of both the President and the Treasurer as to ensure safety and avoid any possibility of fraud or misappropriations of funds.
- (h) There shall be only three (3) debit/credit cards, which will be held by each the President, Treasurer and Purchasing Agent. The limit of said cards will be set at \$2,500 maximum limits. All receipts must be initialed by the purchaser and submitted within seven (7) days to the Treasurer. Any reimbursements shall be made by check only, not cash, and will require the original receipt of the purchase.

ARTICLE XI – RULES

- (a) The official Regulations and Playing Rules as published by Little League Baseball™ Williamsport, PA shall be binding on the A.L.L.
- (b) The local rules and operating procedure shall be adopted by the Executive Board at a meeting to be held not less than one month prior to the first scheduled game of the season, but shall in no way conflict with the rules of Little League Baseball™, Williamsport, PA.
- (c) Local Rules and Operating Procedures:
 1. The Majors Little League Division, shall draft new players using the Plan A draft process set forth by Little League Baseball™. Players must attend at least one tryout, after such, will be eligible for the draft of that upcoming season. The A.L.L. will make such effort to allow siblings to be placed on the same team. The siblings shall be placed on said team during the pre-determined sibling round of the draft. All players baseball age 12 must tryout for Majors and will be selected to a team. If a baseball age 12 player presents as a safety concern for the Majors Division an official Little League waiver request must be signed off by the Little League Commissioner, President, and District Administrator for that player to participate in the Minor Farm Player Pitch Division.
 2. The Majors Little League Division of the A.L.L. will follow the rules of Little League Baseball™, Williamsport, PA with the following exceptions: All Majors Little League players in the A.L.L. shall play three (3) defensive innings during each game. During games shortened by weather, 10-run rule, or if the home team does not bat in the bottom of the sixth inning, this rule does not apply.
 3. The Minor Farm Player Pitch Division of the A.L.L. will follow the rules of Little League Baseball™, Williamsport, PA with the exception of the local rules posted on the A.L.L. website.

4. The Minor Farm Coach Pitch League Division of the A.L.L. will follow the rules of Little League Baseball™ Williamsport, PA with the exception of the local rules posted on the A.L.L. website.
5. Every Majors Little League, Intermediate (50/70) League, Junior League and Senior League team in the A.L.L. shall maintain a full roster during the season. After a player misses three (3) consecutive games without cause, the manager is responsible to comply with this rule and immediately contact their League's Commissioner. The Player Agent, Team Manager, and the affected League Commissioner will assign a player to fill the roster of the team. If the Team Manager fails to comply with this rule, the Player Agent alone will assign a player to fill the roster.
6. Any disciplinary problems will be reported to the Umpire-in-Chief and recorded in the official scorebook during the game.
7. Failure to comply with these rules will result in possible suspension of the team Manager and forfeiture of any games in which the violations occurred.

(d) If your child has played two years in Tball or Minor Farm Coach Pitch Divisions and would like to transfer them up a division even though they may not currently meet the age requirements, please send an email the league with your request. For the Fall season, players are eligible to be transferred up to the next division where they will be playing in the following Spring season to obtain experience. Please email the league with these requests.

ARTCILE XII – ALL STARS

(a) Any Manager or Coach interested in managing All Star teams MUST submit their names in writing to the League Secretary by sending an email to the A.L.L. email address by May 15 of the current Fiscal Year. The Manager of All Star teams in the A.L.L. shall be nominated by the President and then appointed by the Executive Board. The individual must be a Manager or a Coach of roster of a team in the A.L.L. If there are no names submitted in writing for an All Star team, that division/age group will not have an All Star team.

(b) The 8/9/10, 9/10/11 and 10/11/12 year old All Star Teams shall consist of twelve (12) players. A tryout will be conducted by the A.L.L. with the teams being selected by a minimum of seven (7) coaches from the Majors Little League Division, the Majors Little League Commissioner, the A.L.L. President, and the A.L.L. Player Agent. A point-based system along with in-season performance will be used for team selection. Qualities such as attitude, effort, and commitment shall also be considered during selection of the All Star Teams.

(c) The Intermediate (50/70) All Star Team shall consist of thirteen (13) players, all of whom will be selected by vote of the Intermediate (50/70) Mangers. The President and League Commissioner will break any ties.

- (d) The Junior League All Star Team shall consist of thirteen (13) players, ages 13 or 14, all of whom will be selected by vote of the Junior League Managers. The President and League Commissioner will break any ties.
- (e) The Senior League All Star Teams shall consist of thirteen (13) players, all of whom will be selected by vote of the League Managers. The President and League Commissioner will break any ties.
- (f) The All Star season typically starts the end of May and runs through July. If a player misses an All Star practice and/or game due to vacation or other commitment, it will not exclude the player from All Star eligibility but it will have a potential impact on playing ,me.
- (g) When the league hosts All Star games, it's required that the concession stand operate. Parents of the other All Star teams will work the concession stand so parents of the playing team can watch the game in its entirety.

ARTCILE XIII – LOCATIONS

- (a) A.L.L. will maintain a Post Office Box at the Clarks Summit, PA Post Office, to receive all mailings, payments, invoices, donations, and all other league correspondence.
- (b) A.L.L. will maintain a Safety Deposit box at FNCB located at 269 E. Grove St, Clarks Summit, PA, to securely keep important documents and information associated with the A.L.L.
- (c) All regularly scheduled meetings will be at a location determined by the Executive Board, unless otherwise changed by the President with a 48-hour notice to the Executive Board.
- (d) Playing fields are located at 140 Ackerly Road, Clarks Summit, PA 18411. This location is the primary location for games and practices for the A.L.L.
- (e) The Abington Heights School District will provide alternate playing fields for the A.L.L. upon request from the A.L.L., using the Facility Usage Request form from the district. The A.L.L. shall maintain proper insurance for the use of such fields. All rules and policies of the Abington Heights School District will be in full force and effect, A.L.L. will abide by said rules and policies.

ARTICLE XIV – AMENDMENTS

This Constitution and By-Laws or any section thereof, may be amended or replaced by a two-thirds (2/3) vote of the Executive Board of the A.L.L. at any stipulated meeting, providing notice of such proposed changes be made known in writing to the Executive Board at least seven (7) days prior to the meeting at which time such proposed changes shall be submitted to a vote.