



**MEDICINE HAT  
LITTLE LEAGUE  
CONSTITUTION**

**October 1997**

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## ARTICLE I - NAME

This organization shall be known as the Medicine Hat Little League, hereinafter referred to as "Local League."

## ARTICLE II - OBJECTIVE

### SECTION 1

The objective of the Medicine Hat 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 may be well adjusted, stronger and happier children and will grow to be good, decent, healthy, and trustworthy citizens.

### SECTION 2

To achieve this objective the Medicine Hat 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 skill or the winning of games is secondary, and the molding of future citizens is of prime importance. The Medicine Hat Little League shall operate exclusively as a non-profit educational organization providing a supervised program of competitive baseball and softball games.

## ARTICLE III - MEMBERSHIP

### SECTION 1

**Eligibility.** Any person sincerely interested in active participation to effect the objective of this Local League may apply to become a member.

### SECTION 2

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

- (a) **Player Members.** Any player candidate meeting the requirements of Little League Regulation IV and who resides within the authorized boundaries of the Local League shall be eligible to compete for participation but shall have no rights, duties or obligations in the management or in the property of the Local League.

- (b) Regular Members. Any person actively interested in furthering the objectives of the Local League may become a regular member as follows:
  - i) for parents or guardian, upon payment of annual registration fee and approval of the executive OR
  - ii) for other volunteers, upon application and approval of the executive

The secretary shall maintain the roll of membership to qualify voting members. Only regular members are eligible to vote at the annual meeting.

All Officers, Board Members, Committee Members, Managers, Volunteer Umpires and other elected or appointed officials must be active Regular Members.

- (c) As used hereinafter, the word "Member" shall mean a Regular Member unless otherwise stated.

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

### SECTION 4

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

- (a) The Board of Directors, by a two-thirds vote of those present at any duly constituted meeting, shall have the authority to discipline or suspend or terminate the membership of any Member of any class when the conduct of such person is considered detrimental to the best interests of the Local 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 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 of which the player is a member. Said manager shall appear, in the capacity of an adviser, with the player before a duly appointed committee of the Board of Directors, which shall have full power to suspend or revoke such player's right to future participation.

## ARTICLE IV - DUES

### SECTION 1

A reasonable Little League registration fee may be assessed as a parents' obligation to assure the operational continuity of the Local Little League. The registration fee is to be reviewed annually by the Board of Directors and adjusted in accordance with the financial requirements of operating the Local League.

## ARTICLE V - MEMBERSHIP MEETINGS

### SECTION 1

**Annual Meeting.** The annual meeting of the Members of the Local League shall be held prior to November 1st each year for the purpose of electing a Board of Directors, receiving reports and for the transaction of such business as may properly come before the meeting.

### SECTION 2

**Notice of Meeting.** Notice of each meeting of the Members shall be by notice in the local newspaper at least ten (10) days in advance thereof, setting forth the place, time and purpose of the meeting.

### SECTION 3

**Special Meetings.** Special meetings of the Members may be called by the Board of Directors or President at their discretion, or upon the written request of twenty-five (25) regular members.

### SECTION 4

**Quorum.** The presence in person of 15 of the members, shall be necessary to constitute a quorum.

### SECTION 5

**Voting.** Only Regular Members shall be entitled to vote at any membership meetings of the Local League.

## SECTION 6

**Rules of Order.** Roberts Rules of Order shall govern the proceedings of all meetings, except where same conflicts with the Constitution or By-Laws of the Local League.

## SECTION 7

**Order of Business.** At the Annual Meeting of the Medicine Hat Little League the following shall be the order of business:

1. Call meeting to order.
2. Declaration of Quorum.
3. Adoption of minutes of last annual meeting.
4. Business arising out of the Minutes.
5. Report of the President.
6. Report of the Treasurer.
7. Reports of the Directors.
8. Election of Directors.
9. Resolutions and new business.
10. Review of the Constitution and amendments.
11. Other business.
12. Adjournment.

## ARTICLE VI - BOARD OF DIRECTORS

### SECTION 1

**Board and Number.** The management of the property and affairs of the Local League shall be vested in the Board of Directors. The number of Directors shall be not less than (15)-fifteen nor more than (25)-twenty-five. The Directors shall upon election or appointment, immediately enter upon the performance of their duties and shall continue in office until their successors shall have been duly elected and qualified. The following are the Board of Directors positions:

## ELECTION DIRECTORS

- 1 - President
- 2 - 1<sup>st</sup> Vice President
- 3 - 2<sup>nd</sup> Vice President
- 4 - Secretary
- 5 - Treasurer
- 6 - Director – Fund Raising
- 7 - Director – Public Relations
- 8 - Director – Equipment Manager
- 9 - Director – Parent Pitch Division
- 10 – Director – 10 Year Old Division
- 11 – Director – Minor Division
- 12 – Director – Major Division
- 13 – Director – Junior Division
- 14 – Director – Senior A Division
- 15 – Registrar / Player Agent
- 16 – Director – Facilities/Safety

## APPOINTED DIRECTORS

- Umpire in Chief
- Big League Representative
- Directors at Large (Max 6)

## SECTION 2

**Annual Election and Term of Office.** At each annual meeting, the members shall elect the number of directors to be elected for the ensuing year. The number so fixed may, within the limits prescribed by the foregoing Section 1, be increased at any regular or special meeting of the Members, and if the number is increased, the additional Directors may be elected at the meeting at which the increase is voted, or at any subsequent meeting. All elections of Directors shall be by majority vote of all members present.

There are 16 elected directors of Medicine Hat Little League. Each director shall be elected for a two year period. To ensure continuity on the board, the odd numbers positions as listing in section 1 shall be elected on even number years, (eg – '92), the even numbered positions shall be elected on odd number years (eg – '93).

## SECTION 3

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



#### SECTION 4

**Meetings, Notice and Quorum.** Regular meetings of the Board of Directors shall be held immediately following the annual election and on such days thereafter as shall be determined by the Board. The President or the Secretary may, whenever they deem it advisable or the Secretary shall at the request in writing of five (5) Directors issue a call for a special meeting of the Board. Notice of each meeting shall be given by the Secretary to each Director either by mail at least (3) three days before the time appointed for the meeting to the last recorded address of each Director, or by telephone, fax or personal notice twenty four hours preceding the meeting.

In case of special meetings, such notice shall include the purpose of the meeting and no matters not so stated may be acted upon at the meeting.

Nine(9) members of the Board of Directors shall constitute a quorum for the transaction of business.

#### SECTION 5

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

The Board may adopt such rules and regulations for the conduct of its meetings and the management of the Local League as it may deem proper.

The Board shall have the power by a two-thirds vote of those present at any regular or special meeting to discipline, suspend or remove any Director or Officer or Committee Member of the Local League.

The Membership shall receive at the annual meeting of the Members of the Local League an audited financial statement signed by the President and Treasurer, or by a majority of the Directors, showing the whole amount of real and personal property owned by the Local League, where located, and where and how invested, the amount and nature of the property acquired during the year immediately preceding, the date of the report and the manner of the acquisition; the amount applied, appropriated or expended during the year immediately preceding such date, and the purposes, objects or persons to or for which such applications, appropriations or expenditures have been made.

## ARTICLE VII - EXECUTIVE COMMITTEE

### SECTION 1

The Board of Directors may appoint an Executive Committee which shall consist of not less than three (3) nor more than five (5) Directors, one of whom shall be the President of the Local League.

### SECTION 2

The Executive Committee shall advise and assist the Officer of the Local League in all matters concerning its interests and the management of its affairs, and shall have such other powers as may be delegated to it by the Board.

### SECTION 3

At any meeting of the Executive Committee, a majority of the total number of members then in office shall constitute a quorum for the transaction of business, and the act of a majority present at any meeting at which there is a quorum shall be the act of the Committee.

## ARTICLE VIII – OFFICERS, DUTIES, AND POWERS

### SECTION 1

**President.** The President shall:

- (a) Conduct the affairs of the Local League and execute the policies established by the Board of Directors.
- (b) Present a report of the condition of the Local League at the annual meeting.
- (c) Communicate to the Board of Directors, such matters as deemed appropriate, and make such suggestions as may tend to promote the welfare of the Local League.
- (d) Be responsible for the conduct of the Local League in strict conformity to the policies, principles, Rules and Regulations of Little League Baseball, Incorporated, as agreed to under the conditions of charter issued by the Local League by that organization.
- (e) Designate in writing, other officers if necessary, to have power to make and execute for/and in the name of the Local League such contracts and leases they may receive and which have had prior approval of the Board.

- (f) Investigate complaints, irregularities and conditions detrimental to the Local League and report thereon to the Board or Executive Committee as circumstances warrant.
- (g) Prepare and submit an annual budget to the Board of Directors and be responsible for the proper executive thereof.
- (h) With the assistance of the Player Agent, examine the application and support proof-of age Register documents of every player candidate and certify to residence and age eligibility before the player may be accepted for tryouts and selection.

## SECTION 2

**1st Vice-President.** In case of the absence or disability of the President, and provided he is authorized by the President or Board so to act, the 1st vice-President shall perform the duties of the President, and when so acting, shall have all the powers of that office, and shall have such other duties as from time to time may be assigned by the Board of Directors or the President.

**2nd Vice-President.** The 2nd Vice-President shall perform duties of 1st Vice-President in case of the absence of the 1st Vice-President.

## SECTION 3

**Secretary.** The Secretary shall:

- (a) Be responsible for recording the activities of the Local 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 Board of Directors.
- © Maintain a list of all Regular Members, Directors and committee members and give notice of all meetings of the Local League, the Board of Directors and Committees
- (d) Keep the minutes of the meetings of the Members, the Board of Directors and the Executive Committee, 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 meetings 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 4

**Treasurer.** The Treasurer shall:

- (a) Perform such duties as are herein specifically set forth and such other duties as are customarily incident to the Office of Treasurer or may be assigned by the Board of Directors.
- (b) Receive all monies and securities, and deposit same in a depository approved by the Board of Directors.
- (c) Keep records for the receipt and disbursement of all monies and securities of the Local League, including fund raising, approve all payments from allotted funds and draw checks therefore in agreement with policies established in advance of such actions by the Board of Directors. All disbursements by check must have dual signatures.
- (d) Prepare an annual budget, under the direction of the President, for submission to the Board of Directors at the annual meeting.
- (e) *(Changed in 2003 to prepare a financial report for annual meeting to be audited by 2 members of the association).* Have prepared by a chartered account, an annual audited financial report for submission to the Membership and Board of Directors at the annual meeting.

#### SECTION 5

**Player Agent/Registrar.** The Player Agent/Registrar shall:

- (a) Register 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) Prepare the Player Agent's / Registrar's list.
- (d) Prepare for the President's signature and submission to Little League Headquarters, team rosters, including players' claimed, and the tournament team eligibility affidavit.

## ARTICLE IX - MANAGERS, COACHES AND UMPIRES

### SECTION 1

Team Managers and Coaches shall be appointed annually by the President, and be approved by the Board of Directors. Managers shall be responsible for the selection of their teams and for their actions on the field. Regulation 1 (b).

### SECTION 2

Umpires shall be appointed annually by the President, with the approval of the Board of Directors who shall be responsible for their assignments and for their actions on the field. Regulations 1 (b).

## ARTICLE X - AFFILIATION

### SECTION 1

**Charter.** The Local League shall annually apply for a charter from Little League Baseball, Incorporated, and shall do all things necessary to obtain and maintain such charter.

### SECTION 2

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

### SECTION 3

**Local League Rules and Policies.** The local rules of this Local League shall be adopted by the Board of Directors at a meeting to be held not less than one month previous to the first scheduled game of the season.

The local rules shall be in accordance with the rules & regulations of Little League Inc. with the exception of Little League Canada rulings and local guidelines deemed necessary to operate the local program.

## ARTICLE XI - FINANCIAL AND ACCOUNTING

### SECTION 1

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

### SECTION 2

The fiscal year of the Local League shall begin on the 1st day of September and shall end on the 31st day of August.

### SECTION 3

**Distribution of Property upon Dissolution.** Upon dissolution of the Local League and after all outstanding debts and claims have been satisfied, the Board of Directors shall direct the remaining property of the Local League to other baseball related organizations as the board deems acceptable.

## ARTICLE XII - AMENDMENTS

This Constitution and By-Laws 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.

Passed by the required majority of the members present at an annual meeting of the Medicine Hat Little League duly held at Medicine Hat, Alberta the 27th day of October 1997.

LEO M. FREY  
President

REGAS J. EVANGELOS  
1st Vice President