



# Arden Little League Constitution



## Article I: Organizing Principles

### Section 1: Name

The name of this organization shall be Arden Little League (hereinafter referred to as “the League”).

### Section 2: Purpose

The purpose of Arden Little League is to promote, develop, and supervise youth baseball activities, emphasizing sportsmanship, teamwork, and community engagement. The League shall operate as a nonprofit organization dedicated to fostering character development and physical fitness through structured play.

To achieve this objective, Arden Little League will provide a supervised program under the *Official Regulations, Playing Rules, and Operating Policies* of Little League Baseball, Incorporated (hereinafter referred to as “Little League Baseball” and/or “Little League International”) as well as the *Arden Little League Local Rules and Regulations*, published separately as adopted by the Board of Directors.

This document sets forth the governing structure for Arden Little League and is meant to augment and complement the *Official Regulations, Playing Rules, and Operating Policies* published by Little League Baseball. It is the intent of Arden Little League to follow the *Official Regulations, Playing Rules, and Operating Policies*, as published by Little League Baseball, which shall be binding on Arden Little League.

In the event of any inconsistency between this Constitution and the rules and regulations of Little League Baseball, the rules and regulations of Little League Baseball shall control.

### Section 3: Affiliation

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

### Section 4: Non-Profit Status

Consistent with the *Official Regulations, Playing Rules, and Operating Policies* of Little League Baseball and in accordance with Title 26, United States Code, section 501, subdivision (c)(3), Arden Little League shall operate exclusively as a non-profit educational organization providing a supervised program of competitive baseball games. No part of the net earnings shall benefit any individual or be used in any substantial part to influence legislation or intervene in any political campaign on behalf of any candidate for public office.



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## Section 5: Fiscal Year

As used in this Constitution and the *Arden Little League Local Rules and Regulations*, the fiscal year for Arden Little League shall begin on October 1 of the calendar year and shall end on September 30.

## Article II: Membership

### Section 1: Eligibility

- (a) Membership in Arden Little League shall be open to all individuals who meet the eligibility requirements as determined by Little League International. No applicant shall be denied membership based on race, gender, religion, socioeconomic status, or any other class protected by federal and/or state law.
- (b) No member shall be required to be affiliated with any other organization or group to qualify as members of Arden Little League.
- (c) Dues, if any, for members may be fixed at such amounts as the Board of Directors shall determine for a particular fiscal year. Membership dues are separate from registration fees for Player Members, which are determined annually by the Board of Directors in accordance with Regulation XIII, subdivision (c) of the *Official Regulations, Playing Rules, and Operating Policies* of Little League Baseball.

### Section 2: Types of Membership

Membership in Arden Little League shall be divided into the following classes of members:

- (a) Player Members: Youth participants who meet the League's eligibility criteria and are registered to play baseball in the current season. Player members shall have no rights, duties, or obligations in the management of or in the property of Arden Little League.
- (b) General Members: Parents or guardians of Player Members, along with other community supporters, who actively participate in League activities and meetings. Upon registration of a Player Member, each parent and/or legal guardian of the Player Member shall be enrolled as General Members for the current Arden Little League fiscal year. A General Member may attend the Annual Meeting and any open meetings of the Board of Directors, but they shall not have any right to vote on any League matter or issue.



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- (c) Voting Members: Any General Member who is elected to join the Voting Membership, as outlined in subdivision (d) below, or who serves as a member of the League Board of Directors, as well as all approved managers, assistant coaches, volunteer umpires, team parents, or other individuals serving in recognized volunteer roles approved by the League Board of Directors. Service as an umpire, scorekeeper, manager, coach, snack bar manager, or any other position in exchange for monetary compensation does not qualify an individual for Voting Membership.
- (d) Any General Member who is actively interested in furthering the objectives of Arden Little League may become a Voting Member as follows:
  - (i) Upon election, by simple majority, of the Voting Membership, and upon payment of member dues, if any.
  - (ii) Upon election to a position on the Arden Little League Board of Directors.
  - (iii) Upon approval by the League Board of Directors as a manager, assistant coach, volunteer umpire, team parent, or any other volunteer position.
- (e) Membership in Arden Little League, regardless of classification, is annual, and remains in full force and effect for the duration of the Arden Little League fiscal year, unless suspended or otherwise terminated.
  - (i) A duly elected or appointed Voting Member may elect to retain their Voting Membership for the subsequent fiscal year if they are a parent or legal guardian of a returning Player Member, and upon payment of annual member dues, if any.

## Section 3: Member Code of Conduct

All members of the League, including players, coaches, parents, and spectators, are expected to demonstrate respect, sportsmanship, and adherence to the rules of the game, and are subject to the *Official Regulations, Playing Rules, and Operating Policies* of Little League Baseball and the *Arden Little League Local Rules and Regulations*.

- (a) League members are expected to demonstrate good sportsmanship, fair play, and uphold the tenants of Little League Baseball, including but not limited to the following:
  - (i) Demonstrate respect for all players, coaches, umpires, and spectators.
  - (ii) Encourage integrity and fair play, including honest competition.
  - (iii) Promote safety for all participants, including the proper use of equipment and safety guidelines.
- (b) Engaging in misconduct shall be grounds for discipline by the Board of Directors, including but not limited to any of the following behavior:
  - (i) The use of language that is abusive, racist, sexist, or otherwise discriminatory.
  - (ii) Engaging in unsportsmanlike conduct, arguing with umpires or League officials, or colluding to gain an unfair competitive advantage through improper means.



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- (iii) The use of alcohol, tobacco, or any illegal controlled substance at any League facility, field, or event.
- (iv) Engaging in a physical altercation, taunting, bullying, sexual harassment, and unlawful discriminatory conduct.
- (v) Committing any violation of state or federal law while at any League facility, field, or event.
- (vi) The commission of any crime of moral turpitude, as defined by California law, shall be considered as grounds for discipline, including termination of League membership.

(c) All League members are encouraged to review and instruct all Player Members on the Little League Pledge, as published by Little League Baseball, as follows: *I trust in God, I love my country and will respect its laws. I will play fair and strive to win, but win or lose, I will always do my best.*

(d) All League members are encouraged to review and uphold the Little League Parent and Volunteer Pledge, as published by Little League Baseball, as follows: *I will teach all children to play fair and do their best. I will positively support all managers, coaches, and players. I will respect the decisions of the umpires. I will praise a good effort despite the outcome of the game.*

## Section 4: Suspension or Termination of Membership

Participation and membership in Arden Little League is a privilege, not a right, and membership may be terminated by resignation or by action of the Board of Directors as follows:

- (a) The League Board of Directors, by a two-thirds vote of those present at any duly constituted Board meeting, shall have the authority to discipline, suspend, or terminate the membership of any Member of any class, including managers, coaches, and other volunteers when the conduct of such person is inconsistent with the values of Little League Baseball and is considered detrimental to the best interests of the players, Arden Little League and/or Little League Baseball, Incorporated. The Member involved shall be notified, with at least ten (10) calendar days' notice, of such meeting, informed of the general nature of the charges, and be given an opportunity to respond to the allegations, either in writing or by appearing before the Board of Directors in person.
- (b) In the case of a Player Member, the League Board of Directors shall give at least ten (10) calendar days' notice to the Player Member, their parent(s) and/or legal guardian(s), and the manager of the team for which the player is a Player Member. The Player Member and their parent(s) and/or legal guardian(s) shall be given the opportunity to respond to the allegations, either in writing or by appearing before the Board of Directors. At the discretion of the Board of Directors, said manager shall appear with the player before the League Board of Directors or a duly appointed committee of the Board of Directors. The Player Member's parent(s) or legal guardian(s) may also be present if the Board of Directors directs the Player Member to appear before the Board of Directors. The Board of Directors shall have full power to suspend or revoke such player's right to future participation in Arden Little League by two-thirds vote of those present at any duly constituted Board meeting.



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- (c) If membership dues are collected, any member, regardless of classification, who fails to pay their fixed dues may, by a two-thirds vote of the Board of Directors present at any duly constituted Board meeting, be dropped from the rolls and shall forfeit all rights and privileges of membership. The Board of Directors will establish the number of days within which applicants have to pay membership dues as part of the annual *Arden Little League Local Rules and Regulations*, which shall be voted on at the first Board meeting of each Arden Little League fiscal year.
  - (i) Consistent with Regulation XIII, subdivision (c) of *Official Regulations, Playing Rules, and Operating Policies* of Little League Baseball, the Board of Directors shall adopt regulations to ensure that individuals unable to pay any required membership due have available volunteer opportunities as an alternative to monetary dues.
- (d) Any member subject to discipline, suspension, or termination of their membership may file a written appeal of the Board of Directors' decision within thirty (30) days of the decision to discipline, suspend, or terminate the membership. The written appeal may be submitted to any member of the Executive Committee and/or the responsible Division Director. The Board Member in receipt of the written appeal shall distribute the written appeal to the entire Board of Directors and said appeal shall be voted upon at the next regular duly constituted Board meeting. A decision may only be changed on appeal by two-thirds vote of those present at any duly constituted Board meeting.

## Article III: Governance

### Section 1: Board of Directors

Arden Little League shall be overseen by a Board of Directors responsible for upholding the *Official Regulations, Playing Rules, and Operating Policies* of Little League Baseball and the *Arden Little League Local Rules and Regulations*, managing League operations, and ensuring compliance with Little League International policies.

### Section 2: Composition of Board of Directors

The Board of Directors shall be comprised of no fewer than seven (7) and no more than twenty-four (24) voting members. Pursuant to Regulation I, subdivision (b) of the *Official Regulations, Playing Rules, and Operating Policies* of Little League Baseball, at least twenty-five percent (25%) of the Board of Directors shall be comprised of League members that are not managers or coaches for that fiscal year.

- (a) Pursuant to Regulation I, subdivision (b) of the *Official Regulations, Playing Rules, and Operating Policies* of Little League Baseball, the Board of Directors shall include, at the minimum, the following seven (7) voting members:
  - (i) President
  - (ii) Vice President
  - (iii) Secretary



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- (iv) Treasurer
- (v) Player Agent
- (vi) Safety Officer
- (vii) Coaching Coordinator

(b) The Board of Directors may also include, as necessary for the effective operation of the League, the following seventeen (17) voting members:

- (i) Registrar
- (ii) Communications and Public Information Officer
- (iii) Facilities Director
- (iv) Intermediate, Junior, and Senior Divisions Director
- (v) Major Division Director
- (vi) Minor (AAA) Division Director
- (vii) Minor (AA) Division Director
- (viii) Farm (Minor A) Division Director
- (ix) Tee Ball Division Director
- (x) Umpire-in-Charge
- (xi) Schedule Director
- (xii) Concessions Director
- (xiii) Postseason and Tournaments Director
- (xiv) Fall Ball Director
- (xv) Fundraising Director
- (xvi) Events Director
- (xvii) Equipment Manager

(c) At the Annual Meeting, the Voting Membership may vote, by two-thirds majority, to add, remove, or modify any position on the Board of Directors listed in Article III, section 2, subdivision (b).

(d) When necessary for the effective operation of the League, the Board of Directors may, at its discretion, add any position to the Board of Directors for the remainder of the Arden Little League fiscal year, as follows:

- (i) The Board may appoint any Voting or General Member to said position by a majority vote of those present at any duly constituted Board meeting.
- (ii) The appointed Board Member shall not have voting privileges on the Board of Directors, unless and until said Board position is permanently added to the Board of Directors by amendment to the *Arden Little League Constitution* as provided for in Article III, section 2, subdivision (c) or Article VI.



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- (e) When necessary for the effective operation of the League, the Board of Directors may, at its discretion, appoint other officers or agents as it may deem necessary or desirable and may prescribe the powers and duties of each, as follows:
  - (i) The Board may appoint any Voting or General Member to said position by a majority vote of those present at any duly constituted Board meeting.
  - (ii) The appointed officers or agents shall not have voting privileges on actions taken by the Board of Directors.
  - (iii) Any appointed officers or agents shall report to and be subordinate to the President, unless otherwise specified by the Board of Directors at the time of the appointment.
- (f) In the event that one individual holds more than one position on the Board of Directors, they shall have only one vote.

## Section 3: Election and Term

- (a) Members of the Board of Directors shall be elected annually by a majority vote of Voting Members present at the Annual Meeting held in September. Each board member shall serve a one-year term, with the possibility of re-election. The term for the Board of Directors shall commence immediately following the election at the Annual Meeting in September and shall continue until the next Annual Meeting in September of the following year.
- (b) Any Voting or General Member in good standing may be nominated for a position on the Board of Directors, with the exception of the President. Any member of the outgoing Board of Directors in good standing may be nominated for the position of President.
- (c) Only Voting Members in good standing may nominate an individual for a position on the Board of Directors and only Voting Members in good standing may vote for candidates for positions on the Board of Directors.
- (d) If any vacancy occurs on the Board of Directors, by death, resignation, removal from office, or otherwise, it may be filled for the balance of the term of office by a majority vote of the remaining members of the Board of Directors at any duly constituted Board meeting or any special Board meeting called for that purpose. The Secretary shall maintain a list of Voting Members who desire to be considered for appointments to the Board of Directors and the Secretary shall notify the Board of Directors when such a vacancy occurs.
  - (i) In the event that the office of the President becomes vacant, or if upon the declaration of the Secretary that the President is absent or unable to perform the duties of office, the Vice President shall act as Acting President and exercise all the duties and powers of the President until such time that the President is able to resume the duties of office or until such time that the Board of Directors elects a replacement President to fulfill the balance of the vacated presidential term.



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- (e) The Board of Directors shall have the power by two-thirds vote of those present at any duly constituted Board meeting to discipline, suspend, or remove from office any member of the Board of Directors for good cause.
  - (i) Good cause for discipline, suspension, or removal from office includes, but is not limited to, the conviction of any felony offense, that the member has vacated their office through abandonment by failing to attend three (3) consecutive duly-constituted Board meetings, that the member has engaged in conduct considered detrimental to the best interests of the players, Arden Little League, and/or Little League Baseball, Incorporated, and/or the declaration by a court of competent jurisdiction that said individual lacks mental capacity, is mentally unfit, and/or of unsound mind.
  - (ii) In exercising this authority, the Board of Directors shall employ the procedures set forth in Article II, section 3.
  - (iii) The member of the Board of Directors subject to discipline, suspension, or removal from office shall have the same right to appeal set forth in Article II, section 3, subdivision (d), but shall not deliberate, vote, or otherwise participate in the determination as to whether to affirm or reverse the disciplinary decision on appeal.

## Section 4: Duties and Powers

- (a) All duties and authority to manage Arden Little League pursuant to the *Official Regulations, Playing Rules, and Operating Policies* of Little League Baseball shall be vested in the Board of Directors.
  - (i) 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 meetings.
  - (ii) 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 of Directors shall deem advisable and which it may properly delegate.
- (b) The Board of Directors shall adopt and approve such rules and regulations, known as the *Arden Little League Local Rules and Regulations*, for the conduct of its meetings and the management of Arden Little League as it may deem proper, provided such rules and regulations do not conflict with this Constitution or the *Official Regulations, Playing Rules, and Operating Policies* of Little League Baseball. The *Arden Little League Local Rules and Regulations* shall remain in full force and effect until amended or repealed by vote of the Board of Directors or by a majority vote of the Voting Membership at the Annual Meeting.
- (c) The duties of the President shall include:
  - (i) Conducting the affairs of the League and executing the policies established by the Board of Directors.
  - (ii) Present a report on the condition of the League at the Annual Meeting in September.
  - (iii) Communicate to the Board of Directors such matters as deemed appropriate and make such suggestions as may tend to promote the welfare of the League.



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- (iv) Be responsible for the conduct of the League in strict conformity to the *Official Regulations, Playing Rules, and Operating Policies* of Little League Baseball, as agreed to under the conditions of the charter issued to Arden Little League by Little League Baseball, Incorporated.
  - (v) Investigate complaints, irregularities, and conditions detrimental to the League and report thereon to the Board of Directors or any responsible committee as circumstances warrant.
  - (vi) With the assistance of the Treasurer, prepare and submit an annual budget to the Board of Directors and be responsible for the proper execution thereof.
  - (vii) With the assistance of the Player Agent, examine the application and support proof-of-age documents of every player candidate, and certify to residence or school enrollment, and age eligibility before the player may be accepted for player evaluations and selection.
  - (viii) With the assistance of the Vice President, the Safety Officer, and the Registrar, complete the required background checks for per Regulation I, subdivisions (c)(8) and (c)(9) of the *Official Regulations, Playing Rules, and Operating Policies* of Little League Baseball.
  - (ix) With the assistance of the Vice President, the Safety Officer, and the Registrar, ensure that all individuals who apply for a volunteer position with the League completes all required child protection, abuse awareness, and safety trainings.
  - (x) Ensure that the League is in compliance with all child safety, abuse awareness, and safety training requirements of Little League Baseball, Incorporated and the laws of the State of California.
  - (xi) Unless otherwise delegated by the Board of Directors or the President, the President shall act as the representative of Arden Little League to the public-at-large, as well as any outside organization, including but not limited to, Little League Baseball, Incorporated, any municipality, any governmental agency, any youth sports organization, any licensing body, and any component of Little League Baseball, including any district, regional, and/or sectional organizing body.
  - (xii) Unless approved by a two-third vote of the Board of Directors, the President shall not be eligible to act as the Manager for any team in the Junior Division, Intermediate Division, Major Division, or Minor Division.
- (d) The duties of the Vice President shall include:
  - (i) Performing the duties of the President in the absence or disability of the President.
  - (ii) Perform such duties as may be assigned by the Board of Directors or the President.
- (e) The duties of the Secretary shall include:
  - (i) Be responsible for recording the activities of the League and maintain appropriate files, mailing lists, email lists and necessary records.
  - (ii) 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.
  - (iii) Maintain a list of all Voting Members, General Members, all members of the Board of Directors, of any appointed officers or agents, and of all members of any committees formed by the Board of Directors, and to give notice of all meetings of the League and the Board of Directors.



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- (iv) Determine the number of members of the Board of Directors needed to constitute a quorum at any duly constituted meeting.
- (v) Issue membership cards to League members, if approved by the Board of Directors.
- (vi) Keep the minutes of any League meetings, including the Annual Meeting as well as any meeting of the Board of Directors, and cause them to be recorded in a book kept for that purpose.
- (vii) 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.
- (viii) Notify any individual of their election or appointment to the Voting Membership, the Board of Directors, to any appointed officer or agent position, or to any committee formed by the Board of Directors, and to provide any such individual with a copy, either printed or electronic, a copy of this Constitution and the *Arden Little League Local Rules and Regulations*.

(f) The duties of the Treasurer shall include:

- (i) Perform such duties as are herein set forth and such other duties as are customarily incident to the office of Treasurer or may be assigned by the Board of Directors.
- (ii) Receive all moneys and securities, and deposit same in a depository approved by the Board of Directors.
- (iii) Keep records for the receipt and disbursement of all moneys and securities of the League, 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.
- (iv) Prepare an annual budget, under the direction of the President, for submission to the Board of Directors at the Annual Meeting.
- (v) Prepare an annual financial report, under the direction of the President, for submission to the membership and Board of Directors at the Annual Meeting, and to Little League Baseball, Incorporated.
- (vi) Provide regular financial updates to the Board of Directors at duly constituted meetings of the Board.

(g) The duties of the Player Agent shall include:

- (i) Record all player transactions and maintain an accurate and up-to-date record thereof.
- (ii) Receive and review applications for player candidates and assist the President and Registrar in verifying residence or school enrollment and age eligibility.
- (iii) With the responsible Division Directors, conduct player evaluations, any player draft, and all other player transactions or selection meetings.
- (iv) For the Senior Division, Junior Division, Intermediate Division, Major Division, and Minor Division, maintain a list of all eligible player members interested in substituting for another team within their assigned division or any division above in need of a temporary replacement player, commonly known as maintaining the "player pool."



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- (v) With the assistance of the Registrar, prepare for the President's signature and submission to Little League Baseball, Incorporated, all team rosters, including players claimed, and the tournament team eligibility affidavits.
- (vi) Along with the President, Vice President, the Minor Division Director, the Major Division Director, and the Intermediate/Junior/Senior Divisions Director, shall disseminate ballots for selection to the Postseason tournament teams (commonly known as "All-Star" teams), conduct the election thereof, tabulate the results of said election, and report the results of the election to the Competition Committee.
- (vii) Unless approved by a two-third vote of the Board of Directors, the Player Agent shall not be eligible to act as a manager or coach for any team in the Senior Division, Junior Division, Intermediate Division, Major Division, or Minor Division. In the event that the Player Agent is a manager or coach in any such division, the selection and identification of any temporary replacement player (a "pool player") shall be approved by both the President and the responsible Division Director.

(h) The duties of the Coaching Coordinator shall include:

- (i) Represent the managers and coaches of the league before the Board of Directors.
- (ii) With the assistance of the Division Directors, distribute any training material to the managers and coaches, coordinate any training clinics deemed necessary by the Board of Directors,
- (iii) Assist the Safety Officer and Registrar in ensuring that all managers and coaches have completed all required background checks, any required training, and are in compliance with all rules and regulations governing the appointment of managers and coaches by Little League International.
- (iv) Perform such duties as may be assigned by the Board of Directors or the President
- (v) With the assistance of the Registrar and Player Agent, develop and implement a schedule to ensure duty officer coverage for all League fields and facilities during all League events.
- (vi) With the Division Directors, act as a point of contact between assigned duty officers, assigned umpires, coaches, and the Board of Directors.
- (vii) As determined to be necessary, develop and implement any training program necessary to ensure duty officers are adequately trained and prepared prior to the commencement of the regular season.

(i) The duties of the Safety Officer shall include:

- (i) Be responsible to create awareness, through education and information, of the opportunities to provide a safer environment for players and all participants of the League.
- (ii) Develop and implement a plan for increasing safety of activities, equipment and facilities through education, compliance and reporting.
- (iii) Define a process to assure that incidents are recorded, information is sent to league, district, section, regional, and/or national offices, as appropriate, and follow-up information on medical and other data is forwarded as available.



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- (iv) With the assistance of the President, Vice President, and the Registrar, complete the required background checks for per Regulation I, subdivisions (c)(8) and (c)(9) of the *Official Regulations, Playing Rules, and Operating Policies* of Little League Baseball.
- (v) With the assistance of the President, Vice President, and the Registrar, ensure that all individuals who apply for a volunteer position with the League completes all required child protection, abuse awareness, and safety trainings.
- (vi) Ensure that the League is in compliance with all child safety, abuse awareness, and safety training requirements of Little League Baseball, Incorporated and the laws of the State of California.

(j) The duties of the Registrar shall include:

- (i) Be responsible for recording and maintaining a database of all registered Player Members, any associated registration files, and all eligibility documents required by Little League International for each Player Member.
- (ii) Schedule and manage appropriate dates for the registration of Player Members, including the receipt and review of applications for Player Member candidates, as well as assisting the President and Player Agent in verifying residence or school enrollment and age eligibility.
- (iii) With the assistance of the Player Agent, prepare for the President's signature and submission to Little League Baseball, Incorporated, all team rosters, including players claimed, and the tournament team eligibility affidavits.
- (iv) Prepare lists of registered players for each division for dissemination prior to player evaluations, compile player evaluation results, and assist the President, the respective Division Directors, and Player Agent with any draft for the selection of players.
- (v) With the assistance of the President, Vice President, and the Safety Officer, complete the required background checks for per Regulation I, subdivisions (c)(8) and (c)(9) of the *Official Regulations, Playing Rules, and Operating Policies* of Little League Baseball.
- (vi) With the assistance of the President, Vice President, and the Safety Officer, ensure that all individuals who apply for a volunteer position with the League completes all required child protection, abuse awareness, and safety trainings.

(k) The duties of the Communications and Public Information Officer shall include:

- (i) Set up, maintain, and manage the League's internet presence, including the League website, as well as any League social media accounts.
- (ii) With the assistance of the Registrar, disseminate information and assist in the registration of Player Members.
- (iii) Distribute information, as necessary or as directed by the Board of Directors, to all League members by mail, email, social media, or other form of media, as appropriate.
- (iv) Ensure that League news, scores, schedules, and other information, as necessary and appropriate, is posted on the League website and through the League's email distribution system and/or social media channels.



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- (l)** The duties of the Facilities Director shall include:
  - (i)** Be responsible to manage the maintenance, upkeep, repair, and other care of Arden Little League's playing fields, field equipment, and facilities.
  - (ii)** Order and maintain inventory of all necessary field maintenance items and equipment for all League playing fields.
  - (iii)** Ensure that all League fields are maintained and reasonably safe for the use of Player Members.
  - (iv)** Coordinate with any responsible governmental agency, including any park district or school district, to ensure the proper maintenance and care of the playing fields and facilities.
  - (v)** With the President, oversee any capital improvements to the facilities or playing fields.
  - (vi)** Regularly inspect all League fields and facilities, promptly report to the Board of Directors any deficiency at any League field, and oversee any repair or maintenance to any such field or facility.
  - (vii)** Organize and schedule any League field maintenance days.
- (m)** The duties of the Division Directors shall include:
  - (i)** Be responsible for the management of their assigned division, including acting as the main point of contact for all managers, coaches, and parents of players assigned to the division, as well as the primary enforcement agent on behalf of the League and Board of Directors.
  - (ii)** Interpret and enforce all applicable rules and regulations for the division, including the applicable rules and regulations from both *Official Regulations, Playing Rules, and Operating Policies* of Little League Baseball and the *Arden Little League Local Rules and Regulations*.
  - (iii)** Report to the Board of Directors any significant issues that arise within the division during the course of the fiscal year, including any disciplinary matters to be considered by the Board of Directors.
  - (iv)** Along with the President, Vice President, and the Player Agent, the Minor Division Director, the Major Division Director, and the Intermediate/Junior/Senior Divisions Director, shall disseminate ballots for selection to the Postseason tournament teams (commonly known as "All-Star" teams), assist in the election thereof, and report the results of the election to the Competition Committee.
  - (v)** In conjunction with the other Division Directors, develop and administer any training programs appropriate to the level of competition for the division, and as directed by the Board of Directors.
  - (vi)** Along with the other Division Directors, the Player Agent, and the Registrar, organize and conduct annual player evaluations (colloquially referred to as "tryouts"), any player draft, and all other player transactions or selection meetings.
- (n)** The duties of the Umpire-in-Chief shall include:
  - (i)** Maintain and administer a list of umpires available to umpire League games in the Minor Division, Major Division, Intermediate Division, Junior Division, and Senior Division.
  - (ii)** Act as the primary League representative to any agency, governing body, or organization that provides umpires and/or umpiring services.



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- (iii) Communicate with any League umpires all game assignments, any schedule changes, and any additional games to be assigned.
- (iv) Evaluate and provide feedback to any League umpire, whether a volunteer umpire, junior umpire-in-training, or a contracted paid umpire, as well as any agency, governing body, or organization providing umpires and/or umpiring services.
- (v) Recruit prospective volunteer umpires from the League membership, including Player Members interested in serving as an umpire in any age-appropriate division.
- (vi) Develop and administer a training program for volunteer umpires, including Player Members who volunteer to be a junior umpire-in-training.

(o) The duties of the Schedule Director shall include:

- (i) With the Registrar and Player Agent, identify the total number of teams in each division in the League for the season.
- (ii) Coordinate, manage, and organize a coherent schedule of games for all League teams.
- (iii) As practicable, coordinate, manage, and organize a practice schedule for all League teams.
- (iv) Identify available fields and facilities for use by the League and its teams, and when necessary, advise the Board of Directors when the available facilities and fields are insufficient for a complete schedule of games for any division and/or when the number of available facilities and fields is insufficient for scheduled practice time for the Minor Division, Major Division, Intermediate Division, Junior Division, and/or Senior Division.

(p) The duties of the Concessions Director shall include:

- (i) Be responsible for managing all aspects of the League's concessions operations to ensure quality service, compliance with all applicable federal and state food safety standards, and financial accountability.
- (ii) With the assistance of the Volunteer Coordinator, compile a list of League members and formulate a schedule of required volunteer shifts by League members that ensures adequate concessions staffing for all League events.
- (iii) Develop and implement any necessary training programs for individuals working in any League concession stand or concession service position.
- (iv) Maintain an accurate inventory of food, beverages, supplies, and other items necessary for the continual functioning of League concessions.
- (v) When necessary, procure food, beverages, supplies, and other concessions items to ensure adequate available inventory for all League events.
- (vi) Oversee maintenance and cleanliness of all concessions stands, any League concessions equipment and appliances.
- (vii) Formulate an appropriate concessions menu, determine appropriate menu pricing, and ensure accurate accounting of funds received from customers.



# Arden Little League Constitution



- (q)** The duties of the Postseason and Tournaments Director shall include:
  - (i)** With the President, Vice President, Player Agent, and responsible Division Directors, organize and manage any Postseason baseball operations, including any Postseason tournament play.
  - (ii)** Prior to the conclusion of the regular season, report to the Board of Directors the suitability and readiness of the League to host any Postseason Little League Baseball tournament, including any district or section tournament, whether for the regular season Tournament of Champions or for the Little League Baseball international tournaments (commonly known as "All-Star tournaments").
  - (iii)** With the assistance of the Player Agent and responsible Division Directors, organize, schedule, and manage the internal League end-of-season tournaments.
  - (iv)** As directed by the Board of Directors, organize and manage any Postseason tournament hosted by the League, whether district or sectional, including Postseason Tournament of Champions or any All-Star tournament.
- (r)** The duties of the Fall Ball Director shall include:
  - (i)** Develop, manage, and organize all off-season baseball operations and play during the fall season.
  - (ii)** Coordinate with any responsible governmental agency, including any park district or school district, as well as any other youth sports organization, to set schedules for field and facility use during the postseason and Fall Ball seasons.
- (s)** The duties of the Fundraising Director shall include:
  - (i)** Identifying and pursuing fundraising and sponsorship opportunities for the League, including the procurement of any sponsorship signage or banners to be displayed at League fields and facilities.
  - (ii)** Act as the primary point of contact for any League sponsors.
  - (iii)** As directed by the Board of Directors, manage and organize the procurement of any League merchandise as well as any League merchandise sales, including apparel.
- (t)** The duties of the Events Director shall include:
  - (i)** With the exception of primary baseball operations, organize, plan, and manage all League events, including but not limited to, Opening Day, Picture Day, and Closing Ceremonies, as directed by the Board of Directors.
  - (ii)** Coordinate with any responsible governmental agency, including any park district or school district, to obtain permits, access, or other approval necessary for all League events.
  - (iii)** With the exception of primary baseball operations, serve as the primary point of contact for all League events.
- (u)** The duties of the Equipment Manager shall include:
  - (i)** With the assistance of the Registrar, Player Agent, and Division Directors, determine the equipment requirements for each division.



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- (ii) Prepare and submit to the Treasurer the budget requirements to adequately support baseball operations for the League.
- (iii) Procure, maintain, and distribute necessary equipment to team managers.
- (iv) Manage, receive, and inventory the return of League-issued equipment at the end of the season.
- (v) As requested by the Board of Directors, prepare an inventory report of all League-owned equipment and the condition thereof.

## Section 5: Committees

In addition to any committee formed by the Board of Directors pursuant to its authority listed in Article III, section 4, subdivision (a)(ii), the League shall utilize the following permanent committees:

- (a) Executive Committee, comprised of the President, the Vice President, the Treasurer, the Secretary, and the Player Agent.
  - (i) In the event of a vacancy on the Executive Committee, the President may appoint any other member of the Board of Directors to fill the vacancy on the Executive Committee until such time that the vacant position is filled pursuant to Article III, section 3, subdivision (d).
  - (ii) The Executive Committee shall serve as the League's Protest Committee as that term is used in the *Official Regulations, Playing Rules, and Operating Policies* of Little League Baseball, Incorporated.
  - (iii) When any member of the Board of Directors is informed, by report or otherwise, of misconduct warranting any form of discipline, it shall be reported to the Executive Committee.
  - (iv) The Executive Committee shall have the power and authority to impose any form of discipline or sanction on an interim or temporary basis until the next duly convened meeting of the Board of Directors.
  - (v) Following any disciplinary hearing heard before the Board of Directors, as provided for in Article II, section 3, subdivisions (a) through (c), within five (5) business days of the conclusion of the hearing, the Executive Committee shall deliberate and formulate a recommendation on the disciplinary matter to the entire Board of Directors.
  - (vi) The recommendation of the Executive Committee shall be considered by the entire Board of Directors but is not binding upon the Board of Directors.
  - (vii) The Executive Committee shall advise with and assist the League in all matters concerning the League's interests and the management of the League's affairs and shall have any other powers as delegated to it by the Board of Directors, but under no circumstance, shall the Executive Committee have authority over the Board.
  - (viii) In the event that the subject of the disciplinary complaint is a member of the Executive Committee, that committee member shall be recused from consideration of the matter before the committee and shall be replaced by another member of the Board of Directors chosen by the remaining members of the Executive Committee. The recused member may address the committee to respond to the alleged misconduct, but shall not participate in any vote or deliberation regarding the disciplinary complaint.



# Arden Little League Constitution



- (b)** Competition Committee, comprised of the President, the Vice President, the Player Agent, all Division Directors, and the Coaching Coordinator.
  - (i)** The Competition Committee shall be the committee charged with effectuating the competitive and instructional goals of the League. At least one month prior to the first scheduled player evaluation, the Competition Committee shall meet and discuss any changes to the *Arden Little League Local Rules and Regulations* that should be implemented to effectuate the competitive and instructional goals of the League. Any such changes shall be recommended to the entire Board of Directors at the next duly constituted meeting of the Board of Directors.
  - (ii)** The Competition Committee shall be the committee charged with the management, organization, and recommendation of managers and coaches for any postseason tournament play. Prior to the conclusion of the regular season, the Competition Committee shall meet and discuss any changes to the *Arden Little League Local Rules and Regulations* that should be implemented to effectuate the selection of qualified managers, coaches, and players for Postseason tournament play, including the Little League Baseball international tournaments (known as "All-Star" tournaments). Any such changes shall be recommended to the entire Board of Directors at the next duly constituted meeting of the Board of Directors.
  - (iii)** The Competition Committee shall serve as the League's Tournament Committee as that term is used in the *Official Regulations, Playing Rules, and Operating Policies* of Little League Baseball, Incorporated.
  - (iv)** If any member of the Competition Committee is a nominee for position as a manager or coach for any Arden Little League Postseason All-Star team, that committee member shall be recused from the selection of the coaching staff that they have been nominated to. The recused member may address the committee regarding their nomination but shall not participate in any vote or deliberation regarding the coaching staff the member has been nominated for.
- (c)** Selection Committee, comprised of the President, the Coaching Coordinator, the Player Agent, and all Division Directors.
  - (i)** The Selection Committee shall be the committee charged with the management, organization, and selection of managers and coaches for all League regular season teams.
  - (ii)** At least thirty (30) calendar days prior to the first scheduled player evaluation, the Selection Committee shall meet and discuss any changes to the *Arden Little League Local Rules and Regulations* that should be implemented to effectuate the selection of qualified managers, coaches, and players for regular season play.

## Section 6: Indemnification of League Officials

Any person, acting in their capacity as a member of the Board of Directors or as an appointed officer or agent of the League, or any person acting at the request of and with the authority of the Board of Directors, may be indemnified by Arden Little League for any claims, demands, causes of action, expenses, or liabilities arising out of, or pertaining to, that person's service to or on behalf of Arden Little League to the full extent permitted by California Corporations Code section 7237.



# Arden Little League Constitution



## Article IV: Meetings

### Section 1: Annual Meeting

Arden Little League shall hold an Annual Meeting, to be held once per year, during the evening on the second Tuesday in September.

- (a) At the Annual Meeting, the President of the Board of Directors shall be the Chairperson for Annual Meeting.
- (b) The Chairperson shall inquire as to whether there are any proposals from the Voting Membership to amend any portion of this Constitution and hold a vote on any such proposal. Any proposed constitutional amendment shall only be enacted if approved by at least two-thirds of the Voting Membership present at the Annual Meeting.
- (c) The Chairperson shall solicit, from the Voting Membership, any nominations for positions on the Board of Directors, and hold a vote of the Voting Members present at the Annual Meeting for any contested positions on the Board of Directors.
- (d) The Chairperson shall report on the condition of the League, present an annual financial report, and present a proposed annual budget for consideration by the duly elected Board of Directors for the upcoming fiscal year.
- (e) Notice of the Annual Meeting shall be distributed by the President, the Public Information Officer, or their designee, at least seven (7) calendar days prior to the Annual Meeting by mail, email distribution, through the League's social media channels, or other means reasonably calculated to ensure notice is sent to League membership.

### Section 2: Regular Meetings

Arden Little League shall hold Regular Meetings of the Board of Directors (hereinafter referred to as "Regular Meetings"), which shall be held once per month, during the evening on the second Tuesday of the month, and shall be attended by a quorum of the Board of Directors.

- (a) For good cause, the President may reschedule any Regular Meeting to ensure a quorum of the Board of Directors is present, to accommodate district, section, or Little League Baseball International requirements, or to accommodate the schedule of an individual presenting on matter of significant interest to the League.



# Arden Little League Constitution



- (b)** Prior to the Regular Meeting, the President or his or her designee shall distribute a proposed agenda at least one (1) business day prior to the Regular Meeting. The agenda shall be distributed to the entire Board of Directors and shall be posted on the League's website by the Public Information Officer at least one (1) business day prior to the Regular Meeting.
- (c)** Among other regular business as deemed necessary for discussion by the President, the Board of Directors shall vote on whether to approve the minutes kept by the Secretary for the prior Regular Meeting, as well as any Special Meeting held between Regular Meetings.
- (d)** Any member of the Board of Directors may place an item on the Regular Meeting agenda by communicating the request to the President or Secretary at least three (3) business days prior to the Regular Meeting.
- (e)** Any League member shall be permitted to attend any Regular Meeting of the Board of Directors and address any item listed on the agenda.
- (f)** At the discretion of the President, any Voting Member in attendance may be granted up to five (5) minutes to address any item not on the agenda, but no action may be taken by the Board of Directors on any item not properly on the agenda.
- (g)** At the discretion of the President, any Regular Meeting may be closed to all members except the Board of Directors at any time, as necessary to discuss confidential information.

## Section 3: Special Meetings

Arden Little League shall hold Special Meetings, as deemed necessary by the President or a majority of the Board of Directors, to address urgent matters, including disciplinary matters.

- (a)** At least two (2) calendar days' notice shall be given for any special meeting and said notice shall include a brief statement of the purpose of the Special Meeting, the subject to be considered, and the necessity for the Special Meeting.
- (b)** No business other than that specified in the notice of the Special Meeting shall be considered, discussed, or otherwise acted upon.
- (c)** A quorum of the Board of Directors shall be required to conduct any business, hold any vote, or take any action at any Special Meeting.
- (d)** When exigent or emergency circumstances necessitate immediate action by the League, the Executive Committee shall be empowered to take any action necessitated by the exigency or emergency to preserve the League's property, facilities, or other interests.



# Arden Little League Constitution



- (i) Within two (2) calendar days of the end of any such exigent or emergency action, the President shall notice a Special Meeting for the entire Board of Directors to vote to approve or rescind the exigent or emergency action taken by the Executive Committee.
- (ii) In the event that there is not a quorum of the Board of Directors at any such Special Meeting, the President shall place the exigent or emergency action on the agenda for the next regularly scheduled Regular Meeting.

## Section 4: Quorum

A quorum for any meeting of the Board of Directors, whether a Regular Meeting or a Special Meeting, shall consist of one-third of its members. Decisions shall be made by a simple majority vote, with the exception of amendments to the Arden Little League Constitution, which shall be enacted upon a vote as specified in Article III, section 2, subdivision (c) and/or Article VI.

In the event that any vote determined by a simple majority results in a tied vote, the tie shall be broken by a vote of the majority of the five-member Executive Committee.

## Article V: Financial Management

### Section 1: Fiscal Responsibility

Arden Little League shall manage its finances transparently and responsibly, maintaining accurate records of all income and expenditures. The Board of Directors is empowered to decide all matters pertaining to the finances of Arden Little League.

- (a) At the direction of the Treasurer, all League funds shall be placed in a League general fund account, held at a financial institution insured by the Federal Deposit Insurance Corporation (FDIC) or the National Credit Union Administration (NCUA).
- (b) The Board of Directors shall ensure that no expenditure of funds is done in a manner that will give any individual or team a competitive advantage and shall not permit the contribution of any funds or property to any individual team.
- (c) The League shall not disburse any League funds for any purpose other than the conduct of Little League activities and operations, in accordance with the *Official Regulations, Playing Rules, and Operating Policies* of Little League Baseball, Incorporated, as well as the *Arden Little League Local Rules and Regulations*.
- (d) No League member shall receive, either directly or indirectly, any salary, compensation, or emoluments from Arden Little League for services rendered.



# Arden Little League Constitution



- (e) Any member of the Board of Directors responsible for generating income, in any form, shall deposit with the Treasurer or the President the proceeds of any such transactions, with said funds to be deposited in the League general fund as soon as practicable.
- (f) At the end of each calendar month, the Treasurer shall provide the Executive Committee with an accounting of any withdrawal of funds or disbursements from any League account. The Executive Committee shall review the accounting and report any irregularities to the Board of Directors for review and appropriate action.

## Section 2: Fundraising

Arden Little League may engage in fundraising activities, including sponsorships, concessions, and events, to support operations, offset player registration costs, and to finance any capital improvements to League facilities and fields, equipment procurement, or other necessary League expenditures.

## Section 3: Distribution of League Assets Upon Dissolution

In the event of the League's dissolution, and after all outstanding debts and claims have been satisfied, the Board of Directors shall identify a non-profit organization that maintains the same objectives as set forth in this Constitution, including any successor league organized under the auspices of Little League Baseball, Incorporated, in accordance with applicable laws and regulations.

## Article VI: Amendments

As necessary to promote the effective operation of Arden Little League, this Constitution may be amended, repealed, or altered in whole or in part by a two-thirds majority vote of Voting Members present at the Annual Meeting, or by a unanimous vote of the Board of Directors at any duly constituted Regular Meeting of the Board of Directors.

Proposed amendments must be submitted in writing to the Secretary at least thirty (30) days prior to the meeting in which said amendments will be considered and voted upon.



# Arden Little League Constitution



## Ratification

This Constitution was ratified for Arden Little League by the Voting Membership and/or the Board of Directors on the 14th day of October, 2025.

Josh Wickland  
President, Arden Little League [Printed]

President, Arden Little League [Signature]

Joe Castilone  
Vice President, Arden Little League [Printed]

Vice President, Arden Little League [Signature]

Charlie Joyce  
Secretary, Arden Little League [Printed]

Secretary, Arden Little League [Signature]

Little League Baseball, Incorporated  
League No. 4050520