

Elmer Little League By-Laws

These by-laws were approved by the Elmer Little League Board on: March 17, 2025.

<u>Thomas Ainslie</u>	<u><i>Thomas Ainslie</i></u>	<u>3/17/2025</u>
President's Name (Print)	Signature	Date

These by-laws are not intended to replace the rules, regulations or policies of the Elmer Little League (LL) Baseball and Softball. It is, however, a supplement to the Elmer LL constitution and guide to aid in the smooth operation of the league.

Reorganization Meeting:

The league's annual calendar starts September 1 and ends August 31. The year must begin with a reorganization meeting during the first week of the month, at which time the Board of Directors is voted upon. A notice must be emailed to the league, recognized members, and posted to the league's website at least seven days prior to the meeting. The Secretary of the Board will preside over the meeting until a president is elected. A quorum of the previous year's Board, at least 50%, must be present in order for the reorganization meeting to proceed.

Electing members of the Board:

Any "member" of the league in good standing may be nominated and elected to a board position, following Robert's Rule of Order. If there is more than one person nominated for a position, a ballot vote will be taken.

Members of the Board:

The Board of Directors should be comprised of a minimum of six individuals, but no more than 18. Voting members of the board could include: President, Vice President of Baseball, Vice President of Softball, Treasurer, Secretary, Player Agent, Safety Officer, Property (field) Manager, (playing) Equipment Coordinator, and the League Information Officer, and Auxiliaries Coordinator (fundraising, sponsors, concessions).

Board of Directors (see website for current year changes and names of members)

		<u>Non Voting Members</u>
	Vice President of Baseball.....League Coordinators
	Vice President of Softball.....League Coordinators
President →	Secretary	
	Treasurer	
	Player Agent	
	Safety Officer	
	Property Manager	
	Equipment Coordinator	
	League Information Officer	
	Auxiliaries Coordinator	

Non-Voting Members: Individual league coordinators (i.e. T-Ball, minors, majors, etc) are non-voting (ex-officio) members of the board. They are expected to attend all board meetings during the season and help guide their respective umbrella leagues (i.e. baseball, softball) throughout the year.

Only Board members (with voting rights) can make motions at meetings, however, all general members can vote at general membership meetings. Motions should be restricted to items listed on the agenda.

The Board shall hold regular Board meetings as needed. It is suggested that the Board meet twice a month during the season. The Board should seek competitive bids on any expenditure above \$5,000.

If the President of the league is not available, the Vice President with the longest tenure as vice president is referred to as the league’s “senior vice president” and will assume the responsibilities of the President when necessary.

See Elmer LL constitution for Board member responsibilities.

Membership:

Regular members of Elmer LL are people who have children in the league or hold a recognized volunteer position (i.e. manager, coach, Board member). Members are to vote at all general membership meetings.

General Membership Meetings:

General membership meetings will be held once a month, in the Elmer Borough Hall. Minutes of all Board and general meetings must be approved and then posted and archived on the

league's website. Notices of general membership meetings must be emailed to players' families and the membership, and posted to the league website.

Suspension or Termination of a Member (Volunteer/Manager/Coach):

Membership may be terminated by resignation or action of the Board of Directors as follows. The Board of Directors, by two-thirds vote of the full board at any duly constituted Board meeting, shall have the authority to discipline or suspend or terminate the membership of any member, including managers and coaches, when the conduct of such person is considered detrimental to the best interests of the league. 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 (during a closed session) to answer such charges. The affected member can appeal the decision of the Board, at which time a Little League representative (not from Elmer LL) will preside over a second hearing. However, the decision of the board shall stand until the second hearing can be held (usually within two weeks).

Filing a Complaint against an Individual:

It should be noted that all members of the Elmer Little League are volunteers. Any player or parent who wants to file a complaint against a member of the league (i.e. coach, other parent, board member) must first try to resolve the situation with the person of concern. If the situation remains unresolved, the complainant can go to the league coordinator who will try to mediate a resolution between parties. Any complaint must be brought to the league coordinator within 30 days of the incident. If an acceptable resolution is not achieved, the complainant may file a grievance, in writing, with the vice president of his or her respective league within the next 15 days.

VP will review the grievance, contacting all parties involved, and try to resolve the grievance. If no resolution is forthcoming within 10 days, the league VP will then present the grievance to the Elmer Little League Board at the next scheduled meeting. Both parties in the grievance will be notified as to the date and time of this meeting. All interested parties may elect to attend this meeting and may deliver its decision, in writing, within 5 days. The Board will have the option of presenting its decision verbally upon leaving the Executive Session.

Selection of Coaches:

Elmer LL is always looking for Coaches, and encourages returning Coaches. All Coaches are to apply online and must complete the background check and Abuse Awareness course.

If the president does not intend on recommending a coach to retain their position, the president must notify that coach at least seven days prior to the next Board meeting. The coach may request a private meeting with the Board to appeal the president's recommendation.

Each team (majors boys & girls; junior boys & girls, senior boys & girls) can only have one manager and one coach prior to the draft. Additional coaches can be added after the draft.

Managers/Coaches' Responsibilities:

All managers and coaches must complete a background check and Abuse Awareness Course every year. Managers are also required to:

- Attend the managers meeting
- Attend general membership meetings
- Complete all safety training

Meeting Participation:

Participation at meetings by dedicated and informed members is critical to the health of the league. Managers and board members can have only two unexcused absences from general membership meetings a year. The manager can send a designee (i.e. coach), but the manager is responsible if the representative has an unexcused absence. An excused absence is granted if the manager or board member notifies the president or secretary of their planned absence before the meeting. More than two unexcused absences can lead to forfeiture of the person's position.

Player Draft:

The vice presidents of baseball and softball or their designees are responsible for coordinating and running their respective tryouts and drafts. See the Draft Procedure for further details.

Guidelines for Play:

The league follows the official Little League rules for play. However, there are usually slight adjustments made at different levels of play to improve the level of play. These guidelines should be agreed upon by coordinators and coaches within that level of play before opening day.

General Guidelines for Play:

- The home team coaches prepare the field; visitors rake the field after the game and put away the bases.
- All play should be in accordance with Little League rules and regulations.
- Player pools can be created by the individual leagues (i.e. seniors, juniors, majors, minors), however, the decision must be made prior to the season. See the Little League manual for player pool rules.
- General guidelines of play may differ from league to league within Elmer LL.

Selection of All-Star Team Managers:

The manager of the team with the best regular season record shall have first choice of coaching an All-Star team. The coaches (assistants) shall be selected from the ranks of the regular season coaches. Head coaching positions for additional All-Star teams must be offered to coaches in the order of their regular season finish.

Recommended League Calendar:

September

Reorganization meeting

Board voted in

Annual state of the league presented by president

October

Winterize complex

Reserve fields in Upper Pittsgrove & Pittsgrove for games and practices next season

November

Off-season field and complex repairs made

Spring calendar created

Submit charter to LL for up-coming year

By-laws and constitution reviewed

Registration fees set

January

Annual financial audit presented by treasurer