

AGAWAM LITTLE LEAGUE BY-LAWS

2023 for the 2024 season Board of Directors

1.0 NAME, AFFILIATION, AND OBJECTIVE

1.01 NAME AND AFFILIATION

The organization shall be called Agawam Little League Inc.

1.02 OBJECTIVES

The objective of Agawam Little League shall be to instill in its participants the ideals of good sportsmanship, honesty, loyalty, courage, discipline and respect for authority so that they may be well adjusted, stronger and happier children and will grow to be citizens whose adult lives will reflect those values.

To achieve this objective, Agawam Little League shall provide a supervised program under the Rules and Regulations of Little League International Incorporated and the Adopted Local Rules. All Trustees, 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.

1.02b In accordance with Section 501- (c)-(3) of the Federal Internal Revenue Code, the Local League shall operate exclusively as a non-profit educational organization providing a supervised program of competitive baseball and softball games. No part of the net earnings shall insure benefit of any private business or individual; no substantial part of the activities of which is carrying on propaganda, or otherwise to influence legislation, and which does not participate in or intervene in any political campaign on behalf of any candidate for public office.

2.0 MEMBERSHIP & REGISTRATION

2.01 MEMBERSHIP

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

2.01a REGULAR MEMBERS: Any adult person (18 and over) actively interested in furthering the objectives of Agawam Little League may become a member. To be considered a member, one must have had a child actively participating in the organization or has volunteered in a formal capacity (signed up & assigned to a function), within the past two years. Any exceptions can be made with a two-thirds board vote.

2.02 PLAYER MEMBER REGISTRATION

Each year the board shall hold at least two open registration sessions prior to March 15. Each Registration session shall be publicized in the local media (Newspaper, Public Access Television, etc.) and on our website. Traditionally, no player registrations shall be accepted after March 15. The Board reserves the option to adjust dates in the interest of the incoming players and or the Local League to ensure the provision of being as inclusive as reasonable while not adversely impacting the effective and efficient operation of the Local League.

2.02a Participation fees will be based on age group, and set by the Board each season. Participation fees pay for the player accident insurance, and partially pay for uniforms and equipment. In case of need, the Board can override the player fee. No player will be refused because of lack of ability to pay the registration fees.

2.02b Participation fees refunds will be determined based on the following:

100%- Prior to player evaluations

50%- After player evaluations and prior to first scheduled game

0%- After first scheduled game or Opening Day

In the event of special circumstances determined by a BOD vote of two-thirds can issue refunds as needed.

2.02c PAYMENT OF ANY FEE SHALL NOT BE A PREREQUISITE FOR PARTICIPATION IN THE LITTLE LEAGUE (Little League Regulation XIII(c)).

2.03 OTHER AFFILIATIONS

2.03a Members, whether Regular or Player, shall not be required to be affiliated with another organization or group in order to qualify as members of Agawam Little League.

2.03b Regular members should not be actively engaged in the promotion and/or operation of any other baseball/softball program which directly competes with or recruits/registers majority of the same pool of players for participation. **Players, manager, coaches or any volunteer associated with the team must only represent Agawam Little League while on the field, no apparel or equipment from any other organization will be allowed.** Doing so will constitute a conflict of interest and may be subject to action by the board up to and including suspension and or being barred from league activity and involvement.

2.04 SUSPENSION OR TERMINATION

2.04a The action(s) of the Board may range from a simple warning, suspension for a defined period of time, dismissal or being barred from any and all League functions. It shall be the responsibility of the President to make the direct notification of any and all

actions and it shall be the Secretary to ensure appropriate documentation and notice is followed through on by the responsible party.

Membership may be terminated by resignation or action of the Disciplinary Committee as follows:

2.04b The Disciplinary Committee, by a two thirds vote of those present at a special meeting, shall have the authority to discipline, suspend or terminate the membership of any Member of any class, including coaches & managers & Board Members, when the conduct of such person is considered detrimental to the best interests of Agawam Little League. The member involved shall be notified of such a meeting, informed of the general nature of the charges/infractions and given an opportunity to appear to respond on their own behalf. The Board may not render a vote until this opportunity has been extended. The member(s) may be immediately suspended from their current positions until the Disciplinary Committee has voted on the charges/infractions. Appeals may be made in writing to the Board of Directors within the current season.

2.04c The Board of Directors shall, in case of a Player Member, give notice to the manager of the team which the player is on. The player along with their parent or guardian may also be present, as well as the manager if they choose. The Disciplinary Committee shall have full power to suspend or revoke such player's right to future participation by two-thirds vote at a special meeting.

2.04d In the event a member has had action brought against them, and disciplined by the Disciplinary Committee on any level, up to and especially including termination & debarring, will be considered to be "not-in-good-standing. This must be communicated IN WRITING by the President along with the formal notification.

3.0 GENERAL MEMBERSHIP MEETINGS

3.01 Definition: A General Membership Meeting is any meeting of the membership of the league. The League must hold a minimum of one per year. This includes regularly scheduled, special and emergency meetings.

3.02 Notice of Meeting: Notice of all scheduled meetings shall be publicly posted by December 31st for the upcoming year.

3.03 Canceling or Rescheduling of Scheduled Meeting: Once a meeting (any meeting) has been scheduled it may only be canceled or rescheduled if a quorum of the Directors will not be able to attend the meeting. This means that the Secretary or President receives documented notice

(letter, e-mail, electronic communication, or fax) from a number of Directors prior to the scheduled meeting which will render a quorum not present. In this case the meeting may be canceled or rescheduled. Should Board members wish to make a formal request of the full Board to reschedule a meeting they may do so. The request must be done at least four (4) days prior to the scheduled meeting and must be to all Board Directors. The majority of the Directors (51%) must be willing to accept the request or the meeting will be conducted as scheduled.

3.04 Quorum: For the purposes of all scheduled Board meetings, at least one (1) more **voting** member than 50% shall constitute a quorum for the meeting to be held. If a quorum is not present, no business shall be conducted

3.05 Order for ALL Meetings: Robert's Rules of Order shall govern the proceedings of all meetings.

3.06 Annual Meeting of the Members: The Annual Meeting shall be held by the 31st of October. The time and location of the meeting will be determined by the Board of Directors. This meeting is for the purpose of electing the Board of Directors, receiving reports, reviewing the by-laws and for the transaction of such business as may properly come before the meeting.

3.07 Number of Board Directors: The number of Directors shall be determined by the members no less than 2 weeks prior to election date. There shall be no less than six (6). In the event additional volunteers come forward and request to join the Board, they can do so by appointment with majority approval by the newly elected Board of Directors at any time. Appointed Directors shall have no voting privileges. If any objections regarding an appointment are brought forward by a duly elected Director, that appointment shall be tabled and decided at the next scheduled meeting of the Board.

3.08 Board Officers: Shall include, at a minimum, the President, Vice President (s), Treasurer and Secretary.

3.09 Voting & Elections of Board Members: Only regular members **in good standing**, (refer to 2.04d) shall be entitled to vote on the election of Board Directors. Members must be in good standing to be nominated for and serve (elected or appointed) on the Board.

3.10 Election of Officers: After the Board of Directors is elected; the Board shall convene immediately to elect its officers. In order to be eligible as an executive board officer you must have previously served as a voting member of Agawam Little League for a minimum of one year. The election of Officers MAY be conducted in Executive Session, meaning all members in attendance except the newly elected Board would be dismissed. After the election of the officers, their terms will commence immediately.

3.11 Guests: The Board of Directors may invite, admit and/or recognize guests for presentations or comments during general meetings. These guests may not vote.

3.12 EXECUTIVE SESSION: The Board may determine to convene into executive session during a general meeting. This shall include duly elected *Executive* officers and other elected Directors deemed essential by the President. The reasons for convening this type of session are for the purposes of privacy and confidentiality concerning a coach, player, parent/legal guardian, a specific Board Director, a member or volunteer of this league, or any other sensitive matters. This session may only be called for these purposes and then only to specifically discuss the “personal nature” of the issues. The session is closed to all members other than Board members and the discussion shall be treated as confidential. If the reason for the meeting pertains to the actions of a Board Director, that Director is also excused from that session after being given the opportunity to present his or her viewpoint, comment, or explanation. All decisions resulting in potential action being taken will follow Section 2.04 of these by-laws.

3.13 Special Meetings: Special meetings may be called by (a quorum) of the Board of Directors or by the Secretary or President at their discretion. Upon documented request of (a quorum) of Directors, the President or Secretary shall call a special general meeting to consider the subject specified in the request. No business other than that specified in the notice of the meeting shall be conducted. These meetings must be scheduled not less than seven (7) days, but no more than ten (10) days, after the request is received by the Secretary or President. The counting of days begins once the sufficient number of documented requests has been received.

4.0 BOARD OF DIRECTORS

4.01 Authority: The management of the property and affairs of Agawam Little League shall be vested in the Board of Directors.

4.02 Officers: The executive officers of the Board of Directors shall consist of the President, Vice President(s), Secretary, and Treasurer.

4.03 Board Make Up: The Board of Directors shall consist of a maximum of 23 members, with 19 voting positions, and consist of a minimum of 51% Agawam/Feeding Hills residents.

4.03a Vacancies: If any vacancy occurs on the Board of Directors, for any reason, it may be filled by a majority vote of the remaining Directors at any regular Board meeting or at any Special Meeting called for that purpose.

4.04 OPERATIONS COORDINATORS: These positions constitute the operational functions of the league to ensure the oversight of the effective and efficient annual operations of the league. These positions shall either be appointed by the Board, or left to a vote of the Board of Directors. The positions as follows (but not limited to):

League Coordinator Tee Ball
League Coordinator Instructional
League Coordinator Minors
League Coordinator Majors, Intermediate & Seniors
League Coordinator U8 & U10 Softball
League Coordinator U12 & U14 Softball
Equipment/Field & Maintenance Coordinator
Concession Stand Coordinator Memorial
Concession Stand Coordinator Borgatti
Communications & Registration Coordinator
Jimmy Fund
Umpire In Chief
Fundraising Coordinator
Scheduling Coordinator
Safety, Player & Coach Development Coordinator

4.05 Length of Term: All Board of Directors seats will be one year in length with the exception of the executive officers. Executive positions will carry a 2 year term with President and Treasurer elected for odd-numbered regular season years and VP(s) and Secretary elected for even-numbered regular season years by the newly elected board. All other Board of Director positions will be voted on annually.

4.06 Voting: Only members of the Board of Directors may make motions and vote at Board meetings. All voting board members shall have one vote to cast in all matters brought before it. The President shall only cast a vote in the event of a tie of the board vote. A simple majority vote of the Directors present will rule, unless otherwise specified within these by-laws. Any changes to these by-laws shall require a two-thirds vote total of the total number of Directors and not simply of the Directors present.

4.06a Proxy Vote: A Director unable to attend a meeting requiring a two-thirds vote must render their proxy vote, in writing and/or via e-mail to the Secretary prior to the beginning of the meeting. A Director submitting their proxy vote must do so in writing and specifically state their understanding of the matter to be voted on, and their yes or no

vote. Proxy votes for simple majority votes are not allowed.

4.06b Voting members: Vice President(s), Treasurer, Secretary, Memorial Concession Coordinator, Borgatti Concession Coordinator, Equipment and Field Coordinator, Fundraising Coordinator, Communication & Registration Coordinator, Safety/Player & Coach Development Coordinator, Scheduling Coordinator, **Umpire In Chief**, Jimmy Fund, All Divisional Coordinators (T-ball, Instructional, Minors, Majors/Intermediate/Sr, U8/U10, U12/U14).

4.07 ATTENDANCE POLICY: All members of the Board of Directors will be expected to commit themselves fully to their elected position. All Board members are expected to attend all scheduled meetings of the full board as well as any subcommittees assigned to. In the event a member misses four (4) meetings, they may be subject to disciplinary action up to and including removal from the board.

4.08 Quorum: For the purposes of all scheduled Board meetings, at least one (1) more member than 50% shall constitute a quorum for the meeting to be held. If a quorum is not present, no business shall be conducted.

5.0 DUTIES AND RESPONSIBILITIES

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 Agawam Little League as it may deem proper, provided such rules and regulations do not conflict with its by-laws. The board shall have the power by a two thirds vote of those present at any regular or Special board meeting to discipline, suspend or remove any Director or Officer or committee member of Agawam Little League in accordance with the procedure set forth in 2.04 (a,b,c).

5.01 PRESIDENT

Preside at all board meetings and vote only in the case of a tie vote. Act as chief administrative officer and head of this organization. The President is responsible for enforcement of and strict conformity to policies, principles, rules & regulations of the League, and shall set the schedule/agenda for upcoming meetings.

5.02 VICE PRESIDENT(S)

Assume duties of the President in his/her absence. Perform such duties as may be assigned by the President. Assist the President in the performance of his/her duties. Serve as Chairperson on the Grievance/Protest Committee. Serve as Director of Managers/Coaches. Receive and review all applications for managers and coaches. Provide a list of eligible coaches to league managers for

their selection process. The Vice President is responsible for oversight of all coaches and managers. Issue all coaches identification badges and assure that they are worn openly by all on-field coaches at all levels. Responsible for reviewing all issues brought up regarding coaching and managing of teams, and works with League Coordinators to resolve these matters. Work with the Player & Coach Development Coordinator in matters of education of coaches through clinics, events, etc. Serve as the Director of Players. The Vice President shall assist the Registration and Communications Coordinator with all player registrations, conduct annual try-outs in conjunction with the League Coordinators and is in charge of player selection. Responsible for reviewing all issues brought up regarding players and works with the League Coordinators to resolve these matters.

5.03 SECRETARY

The primary responsibility of the Secretary is to record minutes of all Board meetings. Notify members of regular and special meetings. Assemble and distribute all correspondence to league participants. Distribute minutes and meeting agenda in a timely fashion, at least 72 hours prior to the scheduled meeting time. Receive consolidated coach's ratings (if and as required) including correspondence, within one week of the end of the season. Keep a file on all Grievance/Protest Committee actions. Serve as chairperson of the Registration Committee.

5.04 TREASURER

Serve as a member of the Registration Committee. Keep records of all monies turned in to Agawam Little League through registration, sponsorships, etc. Keep records of all expenditures. Ensure that all expenditures have the approval of at least three officers (one being the Treasurer). All expenditures over \$200 (that are non-operating expenses) require a further approval determined by majority vote of the Board of Directors. This vote may either be recorded electronically or at any Board meeting. In an emergency situation, sanction by the Executive Committee will suffice for approval. Keep record of all sponsors and their payments. Submit a monthly income and expense report to the board at each monthly meeting, and an annual income and expense report to the board at the October meeting. It is the responsibility of the treasurer to ensure that the taxes are completed by a licensed preparer for the fiscal year that he/she held the position of treasurer. The taxes shall be completed in a timely manner to avoid any late fees.

5.05 LEAGUE COORDINATORS

Serve as a member for both the Spring and Fall season as well as, but not limited to; Districts & Jimmy Fund. Evaluate coaching candidates and select Head Coaches for each team - subject to board approval. Based on the number of registered players eligible to participate in each league, the League Coordinator will assemble teams by assigning the designated number of players to each team based on equitable age distribution or preside over said league draft. Act in role as Player Agent to receive and review all applications for player candidates and assist the President

in verifying residence and age eligibility. Conduct tryouts, player draft and all other player transactions or selection meetings, with each League Coordinator. Refer to Little League International for the full scope of duties. Hold a meeting with the league coaches to review league rules prior to the start of league play. Inform coaches of rule changes. Administer and enforce the rules of the league over which they preside. Discuss safety policies with league coaches. Work directly with scheduler and Umpire Coordinator for all games in their respective leagues, and distribute copies to all members and coaches three weeks prior to the start of league play. Provide weekly scores, standings, and news items to the Communications Coordinator upon request. Notify coaches of make-up games suspended or rained out. The league coordinators are responsible for reviewing protests, and submitting a written report to the Grievance/Protest Committee, stating the protest and ruling, within 48 hours. Serve as a member of the Grievance/Protest Committee. Address infractions of rules and/or these By-laws related to player welfare within 48 hours of notification. Hand out (beginning season) & Collect (end of season) equipment from coaches and verify against the list of issued equipment. Handle requests for additional equipment needs. Secretary Agawam Little League League Coordinators **should not** be a manager/head coach in said division. (*However, exceptions are at the discretion of the Board)

5.06 EQUIPMENT / FIELDS & MAINTENANCE COORDINATOR Be responsible for purchasing, storing, evaluating condition of, and issuing all equipment for the league; including bats, balls, helmets, catchers gear, batting tees, bases, equipment bags, umpire gear and official rule books for umpire and coaches clinics. Keep an inventory log of all league equipment. Issue equipment to coaches and have them sign for it. Hand out (beginning season) & collect (end of season) equipment from the League Coordinators and verify against the list of issued equipment. Handle requests for additional equipment needs. Coordinate and oversee maintenance and improvements of all playing and practice fields. Assign maintenance teams to specific fields for up-keep during the season. Maintenance duties include infield grass and rocks removed, outfield grass raked & mowed, backstops, fences & buildings kept in good repair.

5.07 UMPIRE IN CHIEF

Organize and conduct umpire clinics. Schedule umpires for all regularly scheduled games, as well as, but not limited to; Fall Ball, Jimmy Fund & Districts as required by the League. Schedule umpires for all make-up of suspended games and/or rain-outs, as requested by the Scheduling Coordinator. The Umpire Coordinator shall submit upcoming seasons request for umpire needs and provide umpire pay recommendations. Upon request from the appropriate League Coordinator, contact any umpire and inform him/her of a potential problem. If deemed necessary, action will be referred to the board. Serve as a member of the Grievance/Protest Committee. Coaches or members identifying issues, concerns or comments regarding umpiring ability shall be followed up immediately. Umpires identifying issues, comments or concerns regarding coaches, parents or spectators shall be passed from the Umpire Coordinator directly to the

appropriate League Coordinator and shall be followed up immediately.

5.08 CONCESSIONS COORDINATORS (Memorial Field & Borgatti Field) Manage the purchase, inventory and menu for the concession stand(s). Act as chairperson of the committee of volunteers to work the concession stand. Notify the Equipment/Fields & Maintenance Coordinator of any repairs, maintenance, etc., which are required to properly run the concession stand. Report financial information to the Treasurer. Both coordinators work under the direction of the treasurer.

5.09 FUNDRAISING COORDINATOR (S)

The Fundraising Coordinator (s) is responsible for coordinating all fund raising activity, primarily the sponsorship drive. Work with Equipment / Field Maintenance Coordinator to coordinate sponsors & uniforms.

5.10 SAFETY/PLAYER & COACH DEVELOPMENT COORDINATOR Be responsible to create awareness, through education and information, of the opportunities to provide a safer environment for youngsters and all participants of Little League Baseball and softball. Compile and submit Safety Plan to Little League. Provide safety and basic first-aid education to coaches, umpires and league volunteers. Perform background checks on all league volunteers. Assure that each designated area has a fully stocked first-aid kit. Work with the Vice President in issuing all coaches identification badges and assure that they are worn openly by all coaches on-field at all levels. Work with Fields/Maintenance Coordinator and League Coordinators to ensure all fields are properly up kept and in good condition for all practices and games. Inform F&M Coordinator if any field is not in proper shape for upcoming usage. Responsible for the education and development of players and coaches through clinics, events, etc. He/she will coordinate and promote any in-season or out of season clinics for players and coaches. Pursue additional training for players and coaches through different opportunities.

5.11 REGISTRATION AND COMMUNICATIONS COORDINATOR Submit news items in local papers. Enter the player, coach and sponsor information into the database. Maintain an ongoing file of player registrations and birth certificates. Advertise special events as required by the League. Assist in soliciting league/tournament sponsors in conjunction with the Fundraising Coordinator. Regularly update Website and social media, post schedules, scores and standings. Coordinate registration dates and parental communications regarding questions of that nature.

5.12 SCHEDULING COORDINATOR

Responsible for creating all league game schedules. Work with League Coordinators to ensure balance and equity. Work to minimize coaching conflicts (volunteers coaching two leagues within OUR organization). Endeavor to provide a balance and well spaced schedule to allow for

rest between games when possible. Schedule make-up games in a timely and balanced fashion. Communicate schedules and all changes throughout the season to the Umpire Coordinator to ensure coverage. All game changes, make-ups, etc must be communicated at least 48 hours in advance, unless due to circumstances beyond control.

5.13 JIMMY FUND COORDINATOR

He/she will be responsible for Agawam Little League's part in the Jimmy Fund. They will work with the other District 2 coordinators for this tournament. This may include, but not limited to; committee meetings, sign ups, coaches' needs, & site coordinator during the tournament.

6.0 SUB COMMITTEES

6.01 Finance Committee: The Board of Directors shall appoint at least four (4) members. The treasurer will chair this committee. The committee shall **protect the finances** of Agawam Little League **and meet at least once per quarter**. The committee shall have oversight of the financial matters of the league and **provide a detailed** report, **a minimum of once quarterly**, to the full board. The Concessions Coordinator shall be a member of this committee also.

6.02 Executive Committee: The Committee shall consist of the Officers (President, Vice President(s), Secretary & Treasurer) and two other board members appointed by the President. The Vice President should chair this committee. This committee shall oversee the by-laws, playing rules, interests and overall management of all league affairs. Any requested changes, amendments, etc, must be brought to this committee, who in turn, will review, research, then make its recommendation to the full board for review and action.

6.03 Protest Committee: This committee will resolve any written grievance or protest (a protest is a rules interpretation within a game). The Chairperson is the Vice President of their league. Additional committee members include all League Coordinators and the Umpire Coordinator. After the hearing, the League Coordinator shall submit a written report to the President and the Secretary, stating the problem and corrective action taken within 48 hours. Any committee member who is in any way a subject to the Grievance/Protest shall be excused from participating in the proceedings.

6.04 Disciplinary Committee: The Chairperson is the Vice President of their league. Additional Committee members include President, Secretary; Safety/Player, Coach Development Coordinator & League Coordinator of involved person(s) This Committee is to investigate all issues pertaining to potential disciplinary action.

6.05 District Committee: Baseball & Softball VP's and 4 BOD Members. The district tournament sub committee will run all aspects of the district selection process,

including any exceptions that arise. If a BOD member has a child that is selected for the evaluation process that BOD member will not participate in any aspect of that child's division during the process.

6.05 Sub-committee that the president deems necessary

7.0 TEAMS, COACHES, AND UMPIRES

7.01 LEAGUE AGES ELIGIBILITY

Baseball: Refer to Little League International age chart

Softball: Refer to Little League softball age chart

The Board of Directors will decide proper divisions each season based on the number of players.

The above ages refer to League age, which is determined by the age attained by Little League Age Chart. Exception: In the event of any exception to be considered it must be presented to the Board of Directors. The Board of Directors will take each under consideration on a case by case basis at the sole discretion of the Board. If approved by the Board of Directors then the request must also be approved by the District Administrator.

7.02 MANAGER AND COACH SELECTION

Individuals interested in consideration to be a manager and/or assistant coach shall complete and submit to the President or his/her designee the following:

- **Code of conduct to be signed by all managers and coaches.**

- Agawam Little League Coach Registration Form
- Little League Volunteer Application Form (along with a copy of a government issued photo identification)
- Complete an online CORI check as required by Little League International and/or the state of Massachusetts
 - Sexual misconduct convictions in any manner immediately disqualifies for consideration
 - Inappropriate or abusive conduct to a minor leading to a conviction immediately disqualifies for consideration
 - Drug or Alcohol convictions within 7 years immediately disqualifies for consideration
 - Any and all felony convictions immediately disqualifies for consideration
 - An appeal can be brought forward and reviewed by the BOD for any disqualification
- Complete the required Concussion Awareness course, and submit the completed certificate to the Safety Coordinator. Training must have been completed within one calendar year between May 1 of the previous year, and April 30 of the current year.

Managers for the regular season are appointed based upon eligible candidates on an annual basis by the Agawam Little League Board of Directors. There is no guarantee for managing positions to previous managers in any subsequent season. Reasons for not being selected as a manager or coach are not required to be given to an applicant. There is no appeal process for reconsideration.

Each manager may select up to two (2) eligible assistant coaches for all divisions, pending the review and approval by the designated League Coordinator and President or VP. In any instance of a returning Manager to a Majors Division team, the returning Manager may only select eligible assistant coaches to fill vacancies from non-returning team assistant coaches, pending the review and approval by the Majors Division League Coordinator.

7.03 MANAGER AND COACH DUTIES

Managers and coaches' duties are as described in the Official Little League Baseball Rule Book and the Agawam Little League Adopted Rules detailed in these by-laws. For purposes of these by-laws, the term Manager shall be interchangeable with the term Head Coach. The following statements shall be used to guide its managers, coaches, and Board members in the execution of their assigned duties:

- a) Players in these age groups are at a very impressionable age and the influence of a manager or a coach can be a strong force for good in their development.
- b) Coaches' attitudes will be reflected by a majority of their players, so it is important that the coaches instruct their players that the relationship with umpires, managers, other coaches, and other players be of a friendly and respectful nature.
- c) It is against the rules and the spirit of Little League Baseball for players or coaches to use abusive language at any time, especially to razz other players, coaches, or umpires. Players should not be permitted to criticize other players, but should be taught to encourage them instead. Any player or coach failing to comply with this guideline may be subject to disciplinary action.
- d) The dedicated coach and leader explore avenues of improved self-performance through continuing education and applied critical analysis.
- e) The privilege of helping to build better citizens through baseball can bring rewards far greater than any of the inconveniences encountered while fulfilling this important work.
- f) Head Coaches and assistant coaches are required to attend the required coaches' clinic, all respective League Coordinator meetings, and submit to a background check. g) Follow all league rules.
- h) The use of tobacco, alcohol, or any controlled substance in the dugout, stands, or on the field is expressly prohibited.
- i) Any team coach or other adult leader, who withdraws a team from the field under any circumstances prior to the official completion of the game, shall be subject to forfeiture of

the game. Said forfeiture shall be decided through the protest procedure.

j) Any complaints against a coaches' behavior toward players, other coaches, parents, umpires, or Directors, should be reported to the respective League Coordinator. Complaints may include, but not necessarily limited to, abusive or improper language, and/or unsportsmanlike conduct. Any complaint must be made in writing, and be very specific in nature.

k) Head Coaches are ultimately financially responsible for returning their equipment and uniforms to their respective League Coordinator. Any Head Coach who fails to return any equipment or uniform may be subject to appropriate legal action. Failure to return the League's property may be viewed as theft.

l) The coaches of both teams are responsible for preparing the field prior to game time, raking the pitcher's mound, base paths, home plate area and lining the field. (Note: if the field is deemed unplayable by the umpire, and cannot be fixed within a reasonable timeframe prior to the game beginning, the coach is responsible for informing his/her division coordinator of the conditions and submitting pictures to ensure that steps are taken to correct the problem in the future.)

m) The coaches of both teams are responsible for restoring the areas around home plate, the pitcher's mound, the infield, the infield bases, and the dugouts prior to and at the completion of each game. Coaches from both teams must fill-out the game sheet within 24 hours of completion of each game.

n) Identification badges must be worn openly by all on-field coaches at all levels.

o) Coach or manager shall conduct his\her self in a manner which best represents ALL in person and via social media

7.04 UMPIRE DUTIES AND RESPONSIBILITIES

Umpires duties and responsibilities are as described in the official Little League Rule Book and Agawam Little League Adopted Rules detailed in these by-laws. Other duties and responsibilities include:

a) All umpires must attend the umpire clinic to be designated as a legal umpire. This requirement may be waived at the discretion of the Umpire In Chief. In order to umpire at the District level he/she must attend the district run clinic. This only needs to be done once, not every year.

b) The umpires may suspend the game at any time when it is in the best interest of Agawam Little League and/or the players, such as in the case of darkness or extreme

weather.

c) The umpire must make an announcement to the both teams' coaches when a game is being played under protest.

d) The umpire is required to record in the official score book the exact point in time at which the game was protested. Example: base runners on 1st and 3rd, batter #5 up with a count of 2 balls and 2 strikes.

e) The umpire must report any protested game to the Umpire In Chief within 24 hours, regardless of the outcome of the game.

f) The umpire must warn the players of both teams before each game regarding the bat-throwing rule.

g) The umpire will/shall inspect the field prior to the game with the Managers of each team to ensure field conditions are adequate for play. If conditions are deemed unsafe the umpire will ensure the game is not started until repairing whatever unsafe condition exists is complete so game play may begin.

7.05 BOARD OF DIRECTORS CODE OF CONDUCT: Code of conduct must be signed by all Board of Directors.

8.0 LEAGUE RULES (ALL DIVISIONS)

The rules for all leagues shall be as published in the official Little League Baseball Rule Book. EXCEPTIONS will be distributed by district 2 or after majority approval by Board of Directors, to coaches prior to the start of season by their respective league coordinator. To enable the Board of Directors to edit, adjust and alter general rules of play, they are not considered a part of the by-laws in their specificity, but in general overall terms. This will allow the Board to make adjustments during the year should a void, misinterpretation, vagary or contradiction occur. A simple majority vote of present members shall suffice.

9.0 PROTESTS, PENALTIES, & MISCELLANEOUS

9.01 PROTESTS & PENALTIES

A protest must be based on an interpretation of the rules. The objecting coach must, at the time the play occurs, notify the head umpire, the opposing Head Coach, and the official scorekeeper, that the game is being played under protest. He/she must then submit a written protest to the respective League Coordinator within 24 hours of the completion of the game, regardless of the outcome.

9.02 DISCIPLINARY ACTIONS (See 2.04)

The Agawam Little League Board Disciplinary Committee shall have the authority to suspend, discharge, or otherwise discipline any player, manager, coach, umpire, league officer, or other person whose conduct is in violation of the rules and regulations of Little League International and these by-laws, and/or is considered detrimental to the best interest of Agawam Little League. Persons subject to disciplinary action shall have the right to a hearing before the Agawam Little League Disciplinary Committee before such discipline is imposed. In the event the discipline procedures involve a player under the age of 18, that player's parents or legal guardian shall be invited to attend the hearing with the player concerned. Persons, youth or adults, who refuse to comply with the rules, may be considered for disciplinary action. The Disciplinary Committee may impose one of the following penalties which, in their opinion, seems to match the severity of the offense: Warning - The offending person is to be advised in writing of the offense and further advised that repetition of the offense shall result in a more severe penalty. Suspension - The offending person is to be advised in writing that he/she has been suspended from all league activities for a specific number of games or days. Dismissal - The offending person is to be advised in writing that he/she has been dismissed from the league for the remainder of the current year. Barred - The offending person is to be advised in writing that he/she has been barred from present and future participation in the league, or for a specific number of years.

10.0 EQUIPMENT, UNIFORMS

The Equipment / Field and Maintenance Coordinator shall issue all equipment and supplies. All teams shall be provided with equipment, as it is available. Equipment / Field and Maintenance Coordinator shall issue all uniforms. Any and all uniform items handed out are the property of Agawam Little League, must remain unaltered, and must be returned at the end of the season unless otherwise determined by the Board of Directors. Coaches and Parents or legal guardians shall be held responsible returning all uniforms and equipment.

11.0 EVALUATIONS

Every player eligible for the draft will be scheduled to attend an evaluation session. The evaluation sessions shall be attended by the head coaches of the corresponding league(s). Evaluations must be scheduled, held and completed no later than the last Sunday in March. If a player misses the evaluation session, that player will be assigned and placed in a "blind" draft for a division determined by the Board of Directors.

12.0 DRAFTING RULES

Selection and rules for drafting will be determined annually by the Board of Directors. **12.01 EXPANSION / CONTRACTION**

In the event of the need for expansion or contraction, the board shall determine draft protocol. Should the board make a determination of either expansion or contraction, the decision must be made at least two weeks prior to the scheduling of evaluations.

13.0 TOURNAMENT TEAM PLAYER & MANAGER SELECTION The following tournament team and manager selection rules apply only to the selection of teams to participate in the Little League Intermediate, Junior League, and Senior League World Series Tournament.

All players must qualify under Little League's definition of residence or school attendance, must be of the correct "league age" for the division, and must have parental consent. All selected players must provide the necessary proof of age, residence or school attendance as required by the tournament officials and Little League rules.

District Committee: Baseball & Softball VP's and 4 BOD Members.

The district tournament sub committee will run all aspects of the district selection process, including any exceptions that arise. If a BOD member has a child that is selected for the evaluation process that BOD member will not participate in any aspect of that child's division during the process.

Evaluation Team: This team will be 4 BOD Members (who are voted on by a majority vote at the April Board of Directors meeting) and the head coach of the district team. In order to be considered for the evaluation team the BOD member must put in writing their interest and they must attend the April meeting in person. BOD members who are on the districts sub committee may also be on the evaluation team.

District Tournament Teams:

Baseball

Seniors: These will be players from the seniors division only.

Intermediates: These will be players from the intermediates division only. **12U**

(11&12): These players will be league age 11 & 12 year olds from the Majors division only.

10U (9 & 10): These players will be league age 9 & 10 year olds from Minors & Majors. Softball-players will be eligible for their age group or the age they played with during the regular season.

U14

U12

U10

The selection process will be the same for Softball and Baseball.

All managers from each division, along with their coaching staff if they chose, will select players from the entire division. If there are 4 teams in the division the manager will pick

20, if there are 3 teams the manager will pick 18, if there are 2 teams each manager will pick 16, if there is only 1 team in that division any player from that team can go to the evaluations. The managers will choose players based on performance, attitude, and availability. Managers may be asked to produce stats or answer questions by the committee.

Then all players chosen will attend a mandatory 2 day evaluation. The evaluation dates will be decided by the committee and given to the BOD before the Spring season begins. In accordance with Little League International evaluation dates must be on or after May 15th. The division managers will run each evaluation station. The evaluation team will do all the evaluations. After the evaluations are completed the committee, the evaluation team, and the manager of the district team will meet to review all the players. There will be no more than 12 players chosen per team, the only exception to this is with a unanimous tournament sub committee vote. Per Little League International no alternates are allowed to be chosen. The committee, along with the evaluation team, & the manager will make the final decision.

The Manager for the tournament team will be a regular season division manager or assistant, and will be selected after players are chosen by division managers, but before evaluations. Please note that if there is not an eligible manager for the division the following is allowed; Intermediate may manage Seniors or Majors, Majors may manage Intermediates or Minors. The Manager will be voted on and selected by the Board of Directors (with a majority vote) from a list of interested eligible coaches. The selected Team Manager will then select his/her staff, after the team selection, based on the Little League International Tournament Guidelines.

7,8 & 9 Year Old All Star Team will be an Agawam Little League Tournament **unless there is an opportunity to participate in the district wide tournament.** This will be a round robin or points (depending on number of teams) event with a championship game at the end. Together managers from each Minors division team, along with the district committee, will select players. 11 players on each team, with alternates if needed. 5 game tournament, 2 weeks practice.

14.0 FINANCIAL & ACCOUNTING

14.01 Authority: The Board of Directors shall decide all matters pertaining to the finances of Agawam Little League and it shall place all income including auxiliary funds, in a COMMON league treasury, directing the expenditure of funds in such manner as will give no individual or team an advantage over those in competition with such individual or team.

14.02 Contributions:

The Board shall not permit the contribution of funds or property to individual teams but shall solicit funds for the common treasury of Agawam Little League, thereby to discourage favoritism among teams and to endeavor to equalize the benefits of Agawam Little League.

14.03 Solicitations: The Board shall not permit the solicitation of funds in the name of Little League unless all the proceeds so raised are placed in the Agawam Little League treasury.

14.04 Disbursement of Funds: The Board shall not permit the disbursement of Agawam Little League funds for other than the conduct of Little League activities **and other incidental expenses that require a 51% firmative vote**, in accordance with the rules, regulations and policies of Little League, Incorporated. All disbursements shall be made BY CHECK, CASH, DEBIT CARD, **or ELECTRONIC TRANSFERS**. All checks shall be signed by the treasurer and such other officer or officers or person (s) as the Board of Directors shall determine.

14.05 Compensation: No Director, Officer or Member of Agawam Little League shall receive, directly or indirectly any salary, compensation or emolument from Agawam Little League for services rendered as Director, Officer or Member.

14.06 Deposits: All monies received, including auxiliary funds, shall be deposited to the credit of Agawam Little League at the financial institution chosen by the Board of Directors.

14.07 Fiscal Year: The fiscal year of Agawam Little League shall begin on October 01 and end on September 30.

14.08 Distribution of Property upon Dissolution: Upon dissolution of Agawam Little League and after all outstanding debts and claims have been satisfied, the Members shall direct the remaining property of Agawam Little League to another federally incorporated entity which maintains the same objectives as set forth in 1.02 of these by-laws, which are or may be entitled to exemption under section 501-(c)-3 of the Internal Revenue Code or any future corresponding provision.

14.09 Scholarships: Scholarships to be awarded and distributed based on the financial recommendation of the executive board, and majority approval of the Board of Directors. Not to exceed \$2,500.00 annually without a two-thirds board vote. **All scholarship applications must be received on or before April 1st to be voted on at the April BOD meeting.**

15.0 AMENDMENTS OR CHANGES TO BY-LAWS

These by-laws may be amended, repealed or altered in whole or part by a two thirds majority

vote of the full Board of Directors. Draft of all proposed amendments, changes, etc, shall be submitted to the secretary two weeks prior to the annual meeting. These drafts shall be reviewed and voted upon before the annual meeting. Once adopted a draft of the new by-laws must be submitted to Little League International for approval before implementation. These by-laws may not be changed between April 1st and July 31st unless to comply with required official Little League rules. By-Laws may be reviewed, discussed and amended between August 01 and the Annual Meeting. Any amendments or changes must be voted on prior to the annual meeting in October and only by two-thirds vote. The meeting must be scheduled at least 7 days in advance. These by-laws were approved by the Agawam Little League Membership on October xx, 2020.

President's Signature AJ Christopher

President's Name (Print) **AJ Christopher**

Date