



# Northern Cayuga Little League

Jordan-Elbridge • Port Byron • Skaneateles • Weedsport

## 2010 Constitution

Charter # 232-05-04



**Jordan-Elbridge**  
**Port Byron**  
**Skaneateles**  
**Weedsport**

Last update – October 2009

**Northern Cayuga Little League**  
New York District 5  
Charter # 232-05-04  
contact@ncllbaseball.com  
www.ncllbaseball.com

**President:** Ken Powers  
**Vice President:** Mike Bowden  
**Treasurer:** Barb Ouderkirk  
**Safety Manager:** Don Helmer  
**Secretary:** Robin Axton

## **ARTICLE I - NAME**

This organization shall be known as the Northern Cayuga Little League, hereinafter referred to as "NCLL." NCLL is composed of the local communities of Jordan-Elbridge, Port Byron, Skaneateles (Softball) and Weedsport, hereinafter referred to as local communities.

## **ARTICLE II - OBJECTIVE**

### **SECTION 1**

The objective of NCLL shall be to implant firmly in the children of the community the ideals of good sportsmanship, honesty, loyalty, courage and respect for authority, so that they may be well adjusted, stronger and happier children and will grow to be good, decent, healthy and trustworthy citizens.

### **SECTION 2**

To achieve this objective, NCLL will provide a supervised program under the Rules and Regulations of Little League Baseball, Incorporated. All Directors, Officers and Members shall bear in mind that the attainment of exceptional athletic skill or the winning of games is secondary, and the molding of future citizens is of prime importance. In accordance with Section 501-(c)-(3) of the Federal Internal Revenue Code, NCLL 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 inure to the benefit of any private shareholder or individual; no substantial part of the activities of which is carrying on propaganda, or otherwise attempting to influence legislation, and which does not participate in or intervene in any political campaign on behalf of any candidate for public office.

## **ARTICLE III - MEMBERSHIP**

### **SECTION 1 - Eligibility**

Any person sincerely interested in active participation to further the objective of NCLL may apply to become a Member.

### **SECTION 2 - Player Members**

Any player candidate meeting the requirements of Little League Age Eligibility shall be eligible to compete for participation. Player Members shall have no rights, duties or obligations in the management or in the property of the NCLL.

### **SECTION 3- NCLL Community Roles**

NCLL consists primarily of teams of children from the communities of the Jordan-Elbridge, Port Byron and Weedsport School Districts. NCLL's goal is to have these communities unite as one to provide all participating kids with an educational and fair baseball and softball program. Each of the participating communities shall strive to have at least two teams in each of the divisions, as established by the NCLL program. Player drafts and team selection must be done in a manner stated by NCLL that will make all of the teams as equal as possible as stated in the NCLL Local rules. When issues arise that will not allow a community to follow such rules, a community board member shall notify the President of NCLL as soon as possible so an equitable solution can be found for the problem. The communities of Jordan / Elbridge Port Byron and Weedsport, shall each provide three representatives to the NCLL board with at least one representative having a softball background and the ability to represent on behalf of the softball division.

Skaneateles is considered a secondary community included in the NCLL Little League charter. However, they currently only participate in the Girls Major and Minor Softball division of the NCLL program. Although Skaneateles has their own community baseball program, their school district falls under NCLL's jurisdiction. NCLL must review any requests for teams or players to participate in different levels of the NCLL program. Skaneateles shall have a representative attend NCLL Board Meetings when requested. Representation can be held by multiple personnel in order to insure they are represented at these meetings. This representation only has voting rights on the Local Rules in the division(s) they have teams participating in. Skaneateles shall also strive to have at least two teams in each of the divisions in which they participate in, as established by the NCLL program. Player drafts and team selection must be done in a manner stated by NCLL that will make all of the teams as equal as possible as stated in the NCLL Local rules. When issues arise that will not allow a community to follow such rules, a community board member shall notify the President of NCLL as soon as possible so an equitable solution can be found for the problem. Skaneateles may also participate with NCLL in the District 5 tournaments if they meet Little League and NCLL requirements.

### **SECTION 4 – Other Chartered Little League Teams**

Little League Charters joining the NCLL Baseball / Softball season schedule shall:

- (a) Have permission from the District 5 Administrator.
- (b) Participation voted on and approved by NCLL Board
- (c) Follow NCLL Constitution And NCLL Local Rules in the Policies & By Laws.
- (d) Have a representative attend NCLL Board meetings when requested.
- (e) Have managers & coaches attend NCLL Coaches meeting in April.
- (f) Team rosters turned into NCLL Board for all participating teams in a timely and orderly format.
- (g) Receive a vote on any Local Rules that relate to teams that are participating.

### **SECTION 5 - Managers and Coaches**

Each local community will make recommendations for appointing managers and coaches for each team to the League President. The President will review and bring before the NCLL Board of Directors for a vote on appointment. These guidelines also apply to All Little League Charters playing games in the NCLL season schedule.

### **SECTION 6 - Other Affiliations**

- (a) Members, whether Manager, Coach or Player, shall not be required to be affiliated with another organization or group to qualify as members of NCLL.
- (b) Regular Members should not be actively engaged in the promotion and/or operation of any other baseball/softball program.

### **SECTION 7 - Suspension or Termination**

Membership may be terminated by resignation or action of the Board of Directors as follows:

- (a) The Board of Directors, by a two-thirds vote of those present at any duly constituted Board meeting, shall have the authority to discipline or suspend or terminate the membership of any Member of any class, including managers and coaches, when the conduct of such person is considered detrimental to the best interests of NCLL and/or Little League Baseball, Incorporated. The Member involved shall be notified of such meeting, informed of the general nature of the charges and given an opportunity to appear at the meeting to answer such charges.
- (b) The Board of Directors shall, in case of a Player Member, give notice to the manager of the team for which the player is a Player Member. Said manager shall appear, in the capacity of an adviser, with the player before the Board of Directors or a duly appointed committee of the Board of Directors. The player's parent(s) or legal guardian(s) may also be present. The Board of Directors shall have full power to suspend or revoke such player's right to future participation by two-thirds vote of those present at any duly constituted meeting (quorum is required).

## **ARTICLE IV - BOARD OF DIRECTORS**

### **SECTION 1 – Authority**

The management of the property and affairs of NCLL shall be vested in the Board of Directors.

### **SECTION 2 – Composition**

The Board of Directors will consist of nine members. All four local communities must be represented on the Board with Jordan-Elbridge, Port Byron and Weedsport each having at least two members on the board. It is the responsibility of the local communities to suggest their representatives for the board to vote on their appointment. All efforts shall be made to have the President and Vice President from different communities. Directors will serve a one year term beginning on October 1st and ending on September 30th.

### **SECTION 3 – Vacancies**

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

### **SECTION 4 - Board Meetings, Notice and Quorum**

Regular meetings of the Board of Directors shall be held immediately following the Annual Meeting and on such days thereafter as shall be determined by the Board.

- (a) The President or the Secretary may, whenever they deem it advisable, or at the request in writing by the Board of Directors, issue a call for a Special Board Meeting. In the case of Special Board Meetings, such notice shall include the purpose of the meeting and no matters not so stated may be acted upon at the meeting.
- (b) Notice of each Board meeting shall be given by the President or Secretary personally, electronically or by mail to each Director at least 5 day(s) before the time appointed for the meeting to the last recorded address of each Director.
- (c) Five members of the Board of Directors shall constitute a quorum for the transaction of business. If a quorum is not present, no business shall be conducted.
- (d) Only members of the Board of Directors may make motions and vote at meetings of the Board of Directors. Exception – Local Rules related to Article III, Section 3(h). However, the Board of Directors may invite, admit and recognize guests for presentations or comments during Board meetings.

### **SECTION 5 - Duties and Powers**

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

The Board may adopt such rules and regulations for the conduct of its meetings and the management of NCLL as it may deem proper, provided such rules and regulations do not conflict with this Constitution.

The Board shall have the power by a two-thirds vote of those present at any regular Board or Special Board Meeting to discipline, suspend or remove any Director or Officer or Committee Member of NCLL in accordance with the procedure set forth in Article III, Section 4 (a,b).

### **SECTION 6 - Rules of Order for Board Meetings**

Robert's Rules of Order shall govern the proceedings of all Board of Directors meetings, except where same conflicts with this Constitution of NCLL.

## **ARTICLE V - DUTIES AND POWERS OF THE BOARD**

### **SECTION 1 – Appointments**

The Board of Directors may appoint such other officers or agents as it may deem necessary or desirable, and may prescribe the powers and duties of each. Appointed officers or agents shall have no vote on actions taken by the Board of Directors unless such individuals have been elected to the Board by the membership or have been elected to fill a vacancy on the Board.

### **SECTION 2 – Elections**

At the September meeting of each year, the board will elect officers. All officers must be members of the Board of Directors and will serve a term of one year. The officers and their duties are outlined in sections 3 - 10.

### **SECTION 3 – President**

The President shall:

- (a) Conduct the affairs of NCLL and execute the policies established by the Board of Directors.
- (b) Present a report of the condition of NCLL at the Annual Meeting.
- (c) Communicate to the Board of Directors such matters as deemed appropriate, and make such suggestions as may tend to promote the welfare of the Local League.
- (d) Be responsible for the conduct of NCLL in strict conformity to the policies, principles, Rules and Regulations of Little League Baseball, Incorporated, as agreed to under the conditions of charter issued to NCLL by that organization.
- (e) Designate in writing other officers, if necessary, to have power to make and execute for/and in the name of NCLL such contracts and leases they may receive and which have had prior approval of the Board.
- (f) Investigate complaints, irregularities and conditions detrimental to NCLL and report thereon to the Board or Executive Committee as circumstances warrant.
- (g) Prepare and submit an annual budget to the Board of Directors and be responsible for the proper execution thereof.
- (h) With the assistance of the Player Agent, examine the application and support proof-of age documents of every player candidate and certify to residence and age eligibility before the player may be accepted for tryouts and selection.

### **SECTION 4 - Vice President**

The Vice President shall:

- (a) Perform the duties of the President in the absence or disability of the President, provided he or she is authorized by the President or Board so to act. When so acting, the Vice President shall have all the powers of that office.
- (b) Perform such duties as from time to time may be assigned by the Board of Directors or by the President.

### **SECTION 5 – Secretary**

The Secretary shall:

- (a) Be responsible for recording the activities of NCLL and maintain appropriate files, mailing lists and necessary records.
- (b) Perform such duties as are herein specifically set forth, in addition to such other duties as are customarily incident to the office of Secretary or as may be assigned by the Board of Directors.
- (c) Maintain a list of all Regular, Board of Directors and committee members and give notice of all meetings of the Local League, the Board of Directors and Committees.
- (d) Keep the minutes of the meetings of the Members, the Board of Directors and the Executive Committee, and cause them to be recorded in a book kept for that purpose.
- (e) 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.
- (f) Notify Members, Directors, Officers and committee members of their election or appointment.

## **SECTION 5 – Treasurer**

The Treasurer shall:

- (a) 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.
- (b) Receive all monies and securities, and deposit same in a depository approved by the Board of Directors.
- (c) Keep records for the receipt and disbursement of all monies and securities of the Local League, including the Auxiliary, approve all payments from allotted funds and draw checks therefore in agreement with policies established in advance of such actions by the Board of Directors. All disbursements by check must have dual signatures.
- (d) Prepare an annual budget, under the direction of the President, for submission to the Board of Directors at the Annual Meeting.
- (e) 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 International.

## **SECTION 6 - Player Agent**

The Player Agent shall:

- (a) Record all player transactions and maintain an accurate and up-to-date record thereof.
- (b) Receive and review applications for player candidates and assist the President in verifying residence and age eligibility.
- (c) Conduct the tryouts, the player draft and all other player transaction or selection meetings.
- (d) Prepare the Player Agent's list.
- (e) Prepare for the President's signature and submission to Little League International, team rosters, including players' claimed, and the tournament team eligibility affidavit.
- (f) Notify Little League International of any subsequent player replacements or trades.

## **SECTION 7 - Safety Officer**

The Safety Officer shall:

- (a) 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.
- (b) Develop and implement a plan for increasing safety of activities, equipment and facilities through education, compliance and reporting.

NOTE: In order to implement a safety plan using education, compliance and reporting, the following suggestions may be utilized by the Safety Officer:

- (1) Education - Should facilitate meetings and distribute information among participants including players, managers, coaches, umpires, league officials, parents, guardians and other volunteers.
- (2) Compliance - Should promote safety compliance leadership by increasing awareness of the safety opportunities that arise from these responsibilities.
- (3) Reporting - Define a process to assure that incidents are recorded, information is sent to league/district and national offices, and follow-up information on medical and other data is forwarded as available.

## **SECTION 8 - League Information Officer**

The League Information Officer shall:

- (a) Manage the league's website – [www.ncllbaseball.com](http://www.ncllbaseball.com).
- (b) Manage the online registration process and ensure that league rosters are maintained on the site.
- (c) Ensure that league news and scores are updated on a regular basis.
- (d) Collect post and distribute important information on League activities including direct dissemination of fund-raising and sponsor activities to Little League International, district, public, league members and media.
- (e) Serve as primary contact person for Little League regarding optimizing use of the Internet for league administration and for distributing information to league members and to Little League International.

## **SECTION 9 - Coaching Coordinator**

The coaching coordinator shall:

- (a) Represent coaches/managers in league;
- (b) Present a coach/manager training budget to the board;
- (c) Gain the support and funds necessary to implement a league-wide training program;
- (d) Order and distribute training materials to players, coaches and managers;
- (e) Coordinate mini-clinics as necessary;
- (f) Serve as the contact person for Little League and its manager-coach education program for the league.

**(g) SECTION 10 – Umpire Coordinator**

The coaching coordinator shall:

- (a) Represent Umpires in league;
- (b) Present a Umpire and Umpire Training budget to the board;
- (c) Gain the support and funds necessary to implement a league-wide training program;
- (d) Order and distribute training materials umpires and managers;
- (g) Coordinate mini-clinics as necessary

**SECTION 11 - Member-at-Large**

The member-at-large shall:

- (a) Perform such duties as may be directed by the president.

**ARTICLE VI - EXECUTIVE COMMITTEE**

**SECTION 1**

The Board of Directors may appoint an Executive Committee which shall consist of not less than two (2) nor more than three (3) Directors, one of whom shall be the President of NCLL.

The Executive Committee shall advise with and assist the Officers of NCLL in all matters concerning its interests and the management of its affairs, and shall have such other powers as may be delegated to it by the Board, but in no event will the Executive Committee have authority over the Board of Directors.

**SECTION 2**

Executive Committee will advise and present suggestions to the board .The board must vote to change any rules or regulations in the NCLL Policy and Bylaws or the Constitution. At no time may the Executive Committee have the power to change rules or regulations without the Boards approval.

**SECTION 3**

The term for any Executive Committee will be set at the appointment of the committee. All Executive Committees will terminate at the end of the fiscal year, Sept 30. Executive Committees may be voted on by the board to continue on each year for one term.

**ARTICLE VII - AFFILIATION**

**SECTION 1 – Charter**

NCLL shall annually apply for a charter from Little League Baseball, Incorporated, and shall do all things necessary to obtain and maintain such charter. NCLL 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 2 - Rules and Regulations**

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

**SECTION 3 - Local Rules, Ground Rules and/or Bylaws**

The local rules, ground rules and/or bylaws of this Local League shall be adopted by the Board of Directors at a meeting to be held not less than one month previous to the first scheduled game of the season, but shall in no way conflict with the Rules, Regulations and Policies of Little League Baseball, Incorporated, nor shall they conflict with this Constitution. The local rules, ground rules and/or bylaws of this Local League shall expire at the end of each fiscal year, and are not considered part of this Constitution. (See Article VIII, Section 7 for fiscal year of this league.)

**ARTICLE VIII - FINANCIAL AND ACCOUNTING**

**SECTION 1 – Authority**

The Board of Directors shall decide all matters pertaining to the finances of NCLL 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.

**SECTION 2 – Contributions**

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

### **SECTION 3 – Solicitations**

The Board shall not permit the solicitation of funds in the name of Little League Baseball, Incorporated unless all of the funds so raised be placed in NCLL treasury.

### **SECTION 4 - Disbursement of Funds**

The Board shall not permit the disbursement of Local League funds for other than the conduct of Little League activities in accordance with the rules, regulations and policies of Little League Baseball, Incorporated. All disbursements shall be made by check. All checks shall be signed by NCLL Treasurer and such other officer or officers or person or persons as the Board of Directors shall determine.

### **SECTION 5 - Compensation**

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

### **SECTION 6 – Deposit**

All monies received, including Auxiliary Funds, shall be deposited to the credit of NCLL in/at First Niagara Bank.

### **SECTION 7 - Fiscal year**

The fiscal year of NCLL shall begin on October 1 and shall end on September 30.

*(Note: The above fiscal year must be chosen if NCLL intends to qualify under the Little League Baseball, Incorporated, Group Tax ID Number.)*

### **SECTION 8 - Distribution of Property upon Dissolution**

Upon dissolution of NCLL and after all outstanding debts and claims have been satisfied, the Members shall direct the remaining property of NCLL to another Federally Incorporated entity which maintains the same objectives as set forth in Article II of this Constitution, which are or may be entitled to exemption under Section 501 -(c)-(3) of the Internal Revenue Code or any future corresponding provision.

## **ARTICLE XII - AMENDMENTS**

This Constitution may be amended, repealed or altered in whole or in part by a majority vote at any duly organized meeting of the Members provided notice of the proposed change is included in the notice of such meeting.

**Make one copy for the District Administrator and copies for the Local League. Send original to Regional Headquarters. This Local League's Constitution on file at Regional Headquarters (most recently-approved copy) is the official Constitution of this Local League.**

***Little League Baseball, Incorporated does not limit participation in its activities on the basis of disability, race, creed, color, national origin, gender, sexual preference or religious preference.***

This constitution was approved by the NCLL Board of Directors on October 25th, 2009

### **Ken Powers**

President

Little League ID 232-05-04