



NORTH MISSION VIEJO LITTLE LEAGUE

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LITTLE LEAGUE CONSTITUTION

IRS Number 52-1242107

LEAGUE ID Number 405-55-07

ARTICLE I: NAME

This organization shall be known as the NORTH MISSION VIEJO LITTLE LEAGUE, hereinafter referred to as "Local League" or "NMVLL."

ARTICLE II: OBJECTIVE

Section 1: Objective

The objective of NMVLL shall be to implant firmly in the children of the community the ideals of good sportsmanship, honesty, loyalty, and courage. They shall be encouraged to show respect for authority and for their community and others. By attaining these ideals they may be better-adjusted, stronger and happier children and will grow to be good, decent, healthy and trustworthy citizens.

Section 2: Method to Achieve Objective

To achieve this objective, NMVLL will provide a supervised program under the Rules and Regulations of Little League Baseball, Incorporated. All Directors (Article VI), Officers (Article VII), and Members (Article III) shall bear in mind that the attainment of exceptional

athletics 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, the Local 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 inure to the benefit of any private shareholder or individual. No substantial part of the activities of NMVLL shall be carrying on propaganda, or otherwise attempting to influence legislation; and NMVLL shall 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 affect the objective of this Local League may apply to become a Member.

Section 2: Classes

There shall be the following classes of Members:

- A. Player Members – Any player candidate meeting the requirements of Little League Regulation IV shall be eligible to compete for participation. Player Members shall have no rights, duties or obligations in the management or in the property of NMVLL.
- B. Regular Member – Any person actively interested in furthering the objectives of NMVLL may become a Regular Member upon registration of player member(s). Regular membership provides for a maximum of two (2) votes per membership number (one per parent or legal guardian). Any person not a parent or a legal guardian of a player member, but who is actively interested in being a Regular Member, shall make application for Regular Membership and be approved by the Members before being eligible to participate in the NMVLL program. All Officers, Board Members, Committee Members, Managers, Volunteer Umpires and other elected or appointed officials must be active Regular Members in good standing. The Secretary shall issue a membership number and maintain the role of membership to qualify voting Members.
- C. Honorary Member – Any person may be elected as an Honorary Member by the unanimous vote of all Directors present at any duly held meeting of the Board of Directors. Honorary Members shall have no rights, duties or obligations in the management or in the property of NMVLL.
- D. Sustaining Members – Any person not a Regular Member who makes financial or other contributions to NMVLL may, by majority vote of the Board of Directors, become a Sustaining Member. Sustaining Members shall have no rights, duties or obligations in the management or in the property of NMVLL.

Section 3: Other Affiliations

- A. Members, whether Regular or Player, shall not be required to be affiliated with another organization or group to qualify as members of NMVLL.
- B. Regular Members should not be actively engaged in the promotion and/or operation of any other baseball/softball program if dedication to NMVLL program may be compromised by dual participation. If involvement is questionable, Board of Directors vote will make final decision.

Section 4: Suspension or Termination

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

- A. The Board of Directors, by two-thirds vote of eligible voting members at any duly constituted meeting, shall have the authority to censure, discipline, suspend or terminate the membership of any member of any class, including managers and coaches, when the conduct of such person is proven to be detrimental to the best interests of NMVLL and/or Little League Baseball, Incorporated.
- B. The Board of Directors shall, in the case of a Player Member, give notice to the manager of the team of which the player is a Member. Said manager shall appear, in the capacity of an advisor, with the Player Member, before an Arbitration Committee (defined in Article IX, Section III). The parents (or legal guardian) of the player member must be notified of the pending action and they have the right to appear before the Arbitration Committee. This committee shall have full power to censure, discipline, and suspend. Recommendation for termination must go to the Board of Directors under the same procedures as set forth in Article III Section 4(A) above.
- C. Whether a Regular Member or a Player Member, he/she shall be notified of the meeting, whether a Board meeting or Arbitration Committee meeting, at least 24 hours in advance. The member will be informed of the specific nature of the charges and given an opportunity to appear at the meeting to answer such charges.

ARTICLE IV: DUES

Section 1: Regular Members

Dues for Regular Members with player member(s) may be fixed at such amount, as the Board of Directors shall determine prior to the beginning of any membership period.

Section 2: Player Members

No dues or fees of any kind shall be charged or assessed player members as a prerequisite to play in NMVLL. (Little League Regulation XIII (C))

ARTICLE V: GENERAL MEMBERSHIP MEETINGS

Section 1: Definition

A General Membership meeting is any meeting of the membership of the Local League (including Special General Membership meetings, Section 7). A minimum of one per year (Annual Meeting, see Section 6) is required.

Section 2: Notice of Meeting

Notice of each meeting of the Members shall be mailed or otherwise delivered to each Member at the last recorded address at least ten (10) days in advance of the meeting. The notice shall set forth the place, time and purpose of the meeting; or in lieu thereof, may be given in such form as may be authorized by the Members, from time to time, at a regular convened meeting.

Section 3: Quorum

The presence in person or representation by absentee ballot of at least twenty-five (25) Members shall be necessary to constitute a quorum. If a quorum is not present, no business shall be conducted.

Section 4: Voting

Only Regular Members may vote at the annual meeting that establishes the number of board positions. Only Regular members may vote for the Board of Directors as outlined in Article VI, Section 2. The use of proxies is prohibited in any voting procedure.

Section 5: Online Ballot

For the expressed purpose of accommodating a Regular Member in good standing who cannot be in attendance at any General Membership meeting, or who cannot attend the day of election of Members to the Board of Directors, an online ballot shall be properly completed and submitted to the Secretary prior to the date of the meeting or the election.

Section 6: Annual Meeting of the Members

The annual meeting of the Members of NMVLL shall be held at the at closing ceremonies each year for the purpose of setting the number of positions on the Board of Directors, receiving reports, reviewing the constitution, appointing committees and for the transactions of such business as may properly come before the meeting. The Membership shall receive at the annual meeting a full treasurer's report.

Section 7: Special General Membership Meetings

The Board of Directors, the Secretary or the President at their discretion may call special meetings of the Members. Upon written request of ten (10) Members, the President shall call a Special General Membership Meeting to consider the subject specified in the request. No

other business other than that specified in the notice of the meeting shall be transacted at any special meeting of the Members. Such Special General Membership meeting shall be scheduled to take place no less than ten (10) days after the request is received by the President or Secretary.

Section 8: Rules of Order

Roberts Rules of Order shall govern the proceedings of all meetings, except where it conflicts with the Constitution and/or by-laws of NMVLL.

ARTICLE VI: BOARD OF DIRECTORS

Section 1: Duties

The management of the property and affairs of NMVLL shall be vested in the Board of Directors. The newly elected Directors shall enter into the performance of their duties on August 1st. The previous Directors shall continue in office until July 31st, with the exception of the Treasurer who will assist the newly elected Treasurer with the completion of year-end fiscal accounting records and tax returns.

Section 2: Election of Board Members

- A. At the Annual General Membership meeting, the Regular Members shall approve any changes in board positions and/or the number of Directors to be elected for the ensuing year. If there is a change in board positions, the general membership will be asked to vote for the set number of directors on the ballot.
- B. The Board of Directors shall include the Officers described in Article VII. The Board of Directors shall also include Officers as deemed necessary or desirable by the General Membership at the Annual Meeting. The Board of Directors may prescribe the duties and powers of the additional Officers.
- C. The election of board members will be held on the First Saturday of June.
- D. If there is a tie for the last Board position a run-off vote will be held at the June Board of Directors meeting using sealed ballots. Only General Members may vote.

Section 3: Vacancies

If any vacancy occurs on the Board of Directors by death, resignation, termination or otherwise, it may be filled by a majority vote of the remaining eligible voting Directors at any regular meeting or at any special meeting called for that purpose. If the vacancy occurs after the election but before August 1st, when the new Board of Directors is to begin performance of their duties, the vacancy will remain open until after July 31st.

Section 4: Meetings, Notice and Quorum

Regular Meetings of the Board of Directors shall be held immediately following the annual election and on such days thereafter as shall be determined by the Board.

- A. The President or the Secretary may, whenever either of them deems advisable, and the Secretary shall, at the request in writing of five (5) Directors, issue a call for a special meeting of the Board. In case of special meetings, such notice shall include the purpose of the meeting and matters not so stated may not be acted upon at the meeting.
- B. Notice of each meeting shall be given by the Secretary to each Director either by mail or E-mail, at least three (3) days before the time appointed for the meeting to the last recorded address of each Director, or by telephone, telegram, fax or personal notice twenty-four (24) hours preceding the meeting.
- C. Five (5) members of the Board of Directors shall constitute a quorum for the transaction of business.
- D. The President or Secretary shall have the authority to call an immediate Emergency meeting, with a quorum, should a situation occur which disrupts Local League or tournament play only when decisions cannot be delayed to meet the twenty-four (24) hour special meeting notice requirement.
- E. 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.
- F. Any member appointed to fill a vacancy, will be given voting privileges after they have been approved by the Board of Directors and attended two (2) consecutive Board Meetings.
- G. Any member of the Board of Directors missing two (2) consecutive regularly scheduled meetings shall lose their voting privilege for the following meeting (regular or special).

Section 5: Duties and Powers

- A. The Board of Directors shall have the power to appoint such standing committees as it shall determine and to delegate such powers to them as the Board shall deem advisable and which it may properly delegate.
- B. The Board may adopt such rules and regulations for the conduct of its meetings and the management of NMVLL as it may deem proper. However, they may not conflict with those of the Little League Baseball, Incorporated.
- C. The Board shall have the power by two-thirds vote of those present at any regular or special meeting to censure, discipline, suspend or terminate any Director, Officer,

Committee Member, Regular Member, or Player Member in accordance with the procedure set forth in Article III, Section 4(A).

- D. The Board shall have the authority to disburse the funds necessary to ensure full player participation in tournament games being held at distances requiring overnight travel. These funds may be used to pay for player, manager and coach meals and accommodations, and may also include family member assistance if the board so votes.

Section 6: Rules of Order for Board Meetings

Roberts Rules of Order shall govern the proceedings of all meetings, except where it conflicts with the Constitution of NMVLL.

ARTICLE VII: DUTIES AND POWERS OF THE BOARD

Section 1: President

The President shall:

- A. Conduct the affairs of NMVLL and execute the policies established by the Board of Directors.
- B. Present a report of the condition of NMVLL at the annual meeting.
- C. Communicate to the Board of Directors such matters as may be deemed appropriate, and make such suggestions as may tend to promote the welfare of NMVLL.
- D. Be responsible for the conduct of NMVLL in strict conformity to the policies, principals, rules and regulations of Little League Baseball Incorporated, as agreed to under the conditions of charter issued NMVLL by that organization.
- E. Designate, in writing, other Officers, if necessary to have the power to make and execute for an in the name of NMVLL such contracts and leases as have been approved by the Board.
- F. Investigate complaints, irregularities and conditions detrimental to NMVLL and report thereon to the Board of Directors as circumstances may 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 applications and supporting proof-of-age documents of every player candidate and certify residence and age eligibility before the player may be accepted to tryouts and selection.
- I. Annually appoint managers and coaches, for approval by the Board of Directors.

- J. The President shall have the power to appoint such standing committees as it shall determine and to delegate such powers to them as the Board shall deem advisable and which it may properly delegate.
- K. The President in office at the end of regular season play will represent NMVLL throughout all post season tournament play.

Section 2: Vice President – Little League and Senior League

The Vice President shall:

- A. In case of absence, disability suspension, termination or resignation of the President, and provided he/she is authorized by the Board of Directors to do so, the Little League Vice President shall perform the duties of the President. When so acting, shall have all the powers of that office, and shall have other such duties as from time to time may be assigned by the Board of Directors or by the President. If the President and the Little League Vice President cannot perform the duties of President then the Senior League Vice President shall perform the duties of President.
- B. Chair the Arbitration Committee of their respective divisions, unless there is a personal conflict in which case the other Local League Vice President will become Chairman.
- C. Be responsible for the scheduling of their respective division's games and practices, coordinating the schedules with the respective division representatives and submitting them to the Board of Directors for approval by February 1st.

Section 3: Secretary

The Secretary shall:

- A. Be responsible for the recording of activities of NMVLL and maintain appropriate files, mailing lists and necessary records.
- B. Perform such duties as are herein specifically set forth, in addition to other duties as are customarily incidental to the office of Secretary or as may be assigned by the Board of Directors.
- C. Maintain a list of all Regular Members, Directors and committee members and give notice of all meetings of NMVLL, to the Board of Directors and committees, respectively as appropriate.
- D. Keep the Minutes of the meetings of the members and the Board of Directors 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 meetings and shall be responsible for carrying out all orders, votes and resolutions not otherwise committed to another Director.

- F. Notify Members, Officers, and committee members of their election or appointment.

Section 4: Treasurer

The Treasurer shall:

- A. Perform such duties as are herein specifically set forth and such duties as are customarily incidental to the office of the Treasurer or may be assigned by the Board of Directors.
- B. Receive all moneys and securities, and deposit the same in a depository approved by the Board of Directors. The depository for the Local League is Union Bank of California.
- C. Keep records for the receipt and disbursement of all moneys and securities of NMVLL, including the Auxiliary, approve all payments from allocated funds and draw checks therefore in agreement with policies established in advance of such actions by the Board of Directors. All disbursement checks must have dual signatures pursuant to Article XI, Section 4.
- D. Review the annual budget and prepare the same for submission to the Board of Directors for approval at the Annual meeting.
- E. Have a signature card, NMVLL's checkbook, books, ledgers and pertinent accounting data ready for transfer to the new Local League Treasurer on August 1st.
- F. Prepare an annual financial report – due at the end of the fiscal year – under the direction of the President, for approval by the Board of Directors, and for submission to Little League headquarters

Section 5: Player Agent

The Player Agent shall:

- A. Be responsible for player registration.
- B. Record all player transactions and maintain accurate up-to-date records thereof.
- C. Receive and review applications for player candidates and assist the Registration Director in checking residence and age eligibility.
- D. Conduct the tryouts, the player draft and all other player transactions or selection meeting.
- E. Prepare the eligible players list.

- F. Chair the Manager Selection Committee (Article IX, Section 2).
- G. Prepare for the President's signature and submission to the Little League Headquarters, team rosters, including players claimed, and the tournament team eligibility affidavit.
- H. Notify Little League Headquarters of any subsequent player replacement or trades.
- I. Handle all player movement duties in accordance with Little League Regulation III (d) & (e).
- J. Be responsible for voting and notification of All-Stars pursuant to procedures approved by the Board of Directors.
- K. Provide player medical info to team managers.

Section 6: 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 as follows:
 1. Education – Should facilitate meetings and distribute information among participants including players, managers, coaches, umpires, Board of Directors, 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 NMVLL, District and National offices, and follow-up information on medical and other data is forwarded as available.

Section 7: Auxiliary President

The Auxiliary President shall:

- A. Be assigned by the President, by July 1st. Once selected, the Auxiliary President has a seat on the Board of Directors.
- B. Conduct auxiliary meetings with regular frequency and report on such meetings to the Board of Directors.

- C. Conduct the business of the Auxiliary as directed by the Board of Directors.
- D. Organize Opening and Closing Ceremonies
- E. Coordinate Team Parents for fundraisers and dissemination of Local League info.
- F. Organize Local League picture day.

Section 8: Chief Umpire and Chief Youth Umpire

The Chief Umpire and Chief Youth Umpire shall:

- A. Submit a list of youth and adult umpire to the Board of Directors for approval. The President shall appoint umpires from the approved list.
- B. Be responsible for the training and scheduling of the umpires.
- C. Advise all umpires that they are responsible for their assignments and their actions on the field.
- D. Be a member of the Arbitration Committee, but has the right to delegate representation to a qualified Board Member approved by the President, as he/she deems appropriate.
- E. Be the rule interpreter for NMVLL. If further action is requested, the appeals process shall be as follows:
 - 1. District
 - 2. Regional
 - 3. National

Section 9: Division Representatives

Each Division Representative shall:

- A. Maintain won-lost standings for their respective divisions. Records must be posted at the close of games on Saturdays.
- B. Maintain contact between their division managers and the Board of Directors regarding field maintenance work crews, play-offs, make-up games, protests, umpire assignments and other pertinent information.
- C. Coordinate the collection of Local League assets with the equipment and uniform committees.

D. Advise Managers, Coaches, and players concerning disciplinary action. E.

Be a member of the Arbitration Committee for his/her division.

F. Be a member of the Manager's Selection Committee and assist in the selection of managers for his/her division.

G. Prepare and submit to the President an evaluation of the managers and coaches in his/her respective division by August 1st.

Section 10: Information Officer

The Information Officer shall:

- A. Manage the Local League's official home page on www.nmvll.org.
- B. Ensure that the Local League rosters are maintained on the sportsengine.com site. Assign administrative rights for sportsengine.com to league volunteers and teams.
- C. Ensure that the Local League news, scores and standings are updated on a regular basis.
- D. Collect, post and distribute important information on Local League activities including direct dissemination of fund-raising and sponsor activities to Little League Baseball, district, public, Local League members and the media.
- E. Serve as primary contact person for Little League and sportsengine.com regarding optimizing use of the internet for Local League administration and for distributing information to Local League members and to Little League Baseball.

Section 11: Training and Development Director

The Training and Development Director shall:

- A. Coordinate training programs designed to help develop player member skills, knowledge and attitudes throughout the year.
- B. Work with the President and Vice President to implement manager and coach training programs.
- C. Organize tournaments hosted by NMVLL and coordinate volunteers for the event.

Section 12: Fall Ball Director

The Fall Ball Director shall:

- A. Direct the activities of the Local League's "second season" (hereafter referred to as the Fallball program) as determined by the board. The board may design the Fallball program as a team divisional format (including interleague), or as a collective development/instructional clinic program for individuals.
- B. Serve as a second point of contact for the President during the Fallball season.

Section 13: Past President Advisory Position

In order to assist the Local League in a smooth transition between presidents the first year following a retiring president's term in office this position will be granted to the former President. The position has full voting rights as any other Board Position and the person in this position may be appointed to any committee position as long as the appointment does not violate any Little League regulation or Article within these by-laws. The position is subject to the following:

- A. The person must have served as President in the year preceding the year he/she serves in this position.
- B. The person does not hold any other Board Position during the year he/she is in this Board position.
- C. The position is only open for the first year following a retiring president's term; it cannot be extended beyond one year.
- D. Since this position is automatic following a retiring president's term it is not elected by the general membership.

Section 14: Fields & Maintenance Director and Co-Fields & Maintenance Director

- A. Coordinate with the City everything related to the NMVLL fields including but not limited to (baseball fields, snack bar, batting cages, and other common areas around the Youth Athletic Park)
- B. Publish field crew schedule and oversee field crew whom is responsible for prepping fields for each game.
- C. Communicate with Division reps and/or Managers about field questions, issues, and maintenance requests.
- D. Wet and or rainy days
 - 1. Monday through Friday: communicate with the city and decide if the fields are open are closed.

2. Saturday and Sunday: we make the decision as a league without the city.
- E. Schedule the delivery and take down of all temporary fences.
- F. Install and take down all fence shade and outfield fence cap.
- G. Maintain the pitching machines.
- H. Orders field supplies used to care for and maintain the field.
- I. Create and manage field budget for the year.
- J. Update the NMVLL board of directors as needed.

Section 15: Equipment & Buildings Director

- A. Responsible for distribution and collection of equipment owned by NMVLL to team managers.
- B. Determine equipment requirements and repairs, if necessary.

Section 16: Sponsorships Coordinator

- A. Send out literature to new and returning sponsors.
- B. Obtain artwork from sponsors for both banners, annual StrikeZone magazine and website link .
- C. Works with team parents in obtaining sponsorship funds for each team.
- D. Prepares and install banners for sponsors.
- E. Works with Strike Zone for advertising in the yearbook.

Section 17: Strike Zone Coordinator

- A. Verify team rosters and team sponsors.
- B. Assembles, designs, collects, and reviews cover and pages for the Strike Zone yearbook.
- C. Use previous books to determine which pages to include in the Strike Zone.
- D. Strikezone Info:
Collages due on Saturday, May ____ by the end of the day.
Specifications for team collage:
 1. 8.625 x 11.125
 2. 300 dpi

3. Jpg, PDF are preferred, but can take Word or other programs if they don't have the ability to save as a jpg or PDF.

Section 18: Registration Coordinator

- A. Know registration requirements.
- B. Understand Little Leagues age chart and how it affects registration.
- C. Watch videos on Sports Engine regarding Registration
 - a. How to navigate the registration page
 - b. How to run reports and perform filters
- D. Watch videos on Little League regarding Registration
 - a. Make sure you have the up-to-date requirements for eligibility.
- E. Review NMVLL Refund Policy. You will be asked questions about this.
- F. Verify North boundaries with board and district. Understand and communicate any changes to North's boundaries.
- G. Works with info officer during the player registration process.
- H. Checks address boundaries and forms of proof of residency.
- I. Registration meeting with the BOD in September.
- J. Calendar meeting held in September:
 - a. Approval of fees, if there are changes.
 - b. Registration Opens – date
 - c. Early bird end date
 - d. Walk in registration date or dates
 - e. Registration ends – date
 - f. Fundraiser buyout information, if any

Section 19: Snack Bar Coordinator

- A. Shop weekly, or more to keep snack bar stocked.
- B. Staff the snack bar with parent and teenage volunteers.
- C. Train and coordinate board and volunteers to run the snack bar.
- D. Manage teenage workers.

- E. Collect payment for teen buyouts.
- F. Keep ongoing inventory.
- G. Fill propane tanks as needed.
- H. Feed umpires and provide hospitality during tournaments.
- I. Clean snack bar as needed.
- J. Coordinate dates and deliveries with Pepsi & Icee.

Section 20: Uniforms Coordinator

- A. Coordinates and orders uniforms for all teams

Section 21: Marketing Coordinator

- A. Marketing on social media

ARTICLE VIII: EXECUTIVE COMMITTEE

Section 1: Composition

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

Section 2: Purpose

The Executive Committee shall advise with and assist the Board of Directors of NMVLL 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 of Directors, but in no event will the Executive Committee have authority over the Board of Directors.

Section 3: Committee Meeting

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

ARTICLE IX: OTHER COMMITTEES

Section 1: Election Committee

- A. An Election Committee will be composed of the following:
 - 1. The present Board of Directors Secretary will act as Election Chairperson.

2. The Election Chairperson, working with the President, will have the option, but not the obligation, to appoint three (3) additional individuals to serve on the election committee.

B. The election committee will be responsible for the following:

1. Distribution of online ballots and verifying their accuracy upon receipt. Information on how to obtain an online ballot will be posted on the Local League website at least fourteen (14) days before the election. Any online ballot received after Election Day will be disallowed.
2. Administering the election process on Election Day and sealing ballots, which will remain sealed until the Board of Directors meeting on the second Tuesday of June.
3. Counting of ballots at the Board of Directors meeting on the second Tuesday of June as follows:
 - Any ballot received with more votes than the set number will be disqualified by the election committee.
 - Any ballot received with less votes than allowed will be counted.
 - The Election Committee will vote to accept or refuse any questionable ballot.
4. The Election Chairperson will report the following to the Board of Directors:
 - Number of ballots counted.
 - Number of ballots disallowed.
 - Number of absentee ballots sent to members, and number received and counted.

Section 2: Manager Selection Committee

A. The Manager Selection Committee will consist of seven (7) voting positions (excluding President), comprised of members of the Board of Directors, approved by the current President, and chaired by the Player Agent. If the Player Agent is unavailable, the respective Vice President will chair the committee. The committee will advise the President and the President, with approval of the Board of Directors, shall appoint the managers, coaches, and umpires annually. The committee will be comprised of the following Board Members/Officers:

- The respective Vice Presidents
- The Chief Umpire
- The respective Division Representatives
- The respective Player Agents
- Three other persons as appointed by the President and approved by the Board of Directors.

- B. The Manager Selection Committee will make available applications for managers during player registration. Interested individuals must return completed applications to committee by specified date.
- C. The Manager Selection Committee will schedule and conduct interviews with prospective managers for A, AA, AAA, Majors, Junior, and Senior Divisions. Criteria to be used by the committee may include, but is not limited to, the following:
 - 1. NMVLL or other similar experiences as outlined in applications along with personal interviews will be the basis of this determination, plus parental comments from previous experiences.
 - 2. Treatment of and prompt return of Local League equipment and uniforms.
 - 3. Attitude toward and past performance of field maintenance assignments.
 - 4. Attitude toward and past conduct on the field of play.
 - 5. Attitude toward and completion of umpiring assignments.
 - 6. Control and conduct of the coach, parents and spectators.
 - 7. Adherence to Little League and NMVLL rules and regulations.
 - 8. Attitude toward and conduct of team practices.
 - 9. Past attendance at instructional clinics.
 - 10. Attitude toward and past support of Local League functions and fundraising.
 - 11. Overall volunteer efforts.
 - 12. Correspondence and/or surveys received by the Board of Directors and/or its members as maintained by the Secretary.
- D. The Committee shall present manager recommendations to the President for appointment and approval by the Board of Directors.
- E. The Manager Selection Committee will remain intact throughout the year and assist in the evaluation of manager performance for the following year.

Section 3: Arbitration Committee

- A. The Arbitration Committee will be chaired by the respective Local League Vice President and consist of the Chief Umpire, respective Player Agent, respective Division Representatives and the other Vice President. If matters brought before the Arbitration Committee involve personal conflict with a Board Director, arbitration will be chaired by other Vice President.

- B. Arbitration Committee meetings will be held as scheduled by NMVLL Vice President. All committee members will be notified by mail, E-mail, telephone or in person of the time and date of the meeting, at least twenty-four (24) hours in advance.
- C. The Committee will conduct appropriate investigations into matters brought before it.
- D. A quorum for the Arbitration Committee shall be five (5). In the event that a sufficient number of appointed members cannot attend arbitration, the Vice President may invite such other Board Members that he/she may deem appropriate.
- E. The Committee will not investigate matters pertaining to parent's complaints against a manager or coach. All such matters should be presented in writing and brought to the attention of NMVLL President, and shall be maintained by the Secretary as part of NMVLL records.
- F. The Committee shall have full power to censure, discipline, and suspend. Recommendation of termination must go to the Board of Directors as set forth in Article III Section 4 (A).

Section 4: Auxiliary Committee

- A. The Auxiliary functions as a special committee and is responsible to the Local League President for the conduct of its affairs.
- B. The Auxiliary shall review and evaluate auxiliary projects for raising money and disposition of profits, and make recommendations to the Board.
- C. The Board of Directors shall approve in advance all projects and actions of the Auxiliary.

Section 5: Other Committees

Other committees may include, but not limited to:

- Nominating
- Membership
- Finance/Budget
- Building/Fields
- Playing Equipment
- Umpire
- District
- Auditing
- Snack Bar
- Uniforms
- Sponsors

ARTICLE X: AFFILIATION

Section 1: Charter

NMVLL shall annually apply for a charter from Little League Baseball, Incorporated, and shall do all the things necessary to obtain and main such charter. Members of the NMVLL Board of Directors shall devote its entire energies to the activities authorized by such charter and shall not be an officer or board member with any other program or organization.

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 League Rules and Bylaws

The local rules and bylaws of NMVLL shall be adopted by the Board of Directors at a meeting held not less than one month previous to the first scheduled game of the season. NMVLL rules in no way shall conflict with the Rules, Regulations and Policies of Little League Baseball, Incorporated nor shall they conflict with this Constitution. The local rules and bylaws of NMVLL shall expire at the end of each fiscal year, and are not considered part of this Constitution.

ARTICLE XI: FINANCIAL AND ACCOUNTING

Section 1: Authority

The Board of Directors shall decide all matters pertaining to the finances of NMVLL and it shall place all income, including auxiliary funds, in common Local League treasury, directing the expenditure of the same in such manner as will give no individual advantage over those in competition with such individual or team.

Section 2: Contributions

of funds or property to individual teams but shall solicit same for the common Treasurer of NMVLL, thereby to discourage favoritism among teams and to endeavor to equalize the benefits of NMVLL. All disbursements shall be made by check. All checks shall be signed by two (2) of the following Officers: NMVLL Treasurer, President, and respective Vice Presidents.

Section 3: Solicitations

The Board shall not permit the solicitation of funds in the name of Little League Baseball unless all of the funds so raised are placed in NMVLL 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 and regulations of Little League Baseball, Incorporated.

Section 5: Compensation

No Director, Officer or Member of NMVLL shall receive, directly or indirectly, any monetary compensation from NMVLL for services rendered as Director, Officer or Member.

Section 6: Deposits

All moneys received, including auxiliary funds, shall be deposited to the credit of NMVLL in its account at Union Bank of California.

Section 7: Fiscal Year

The fiscal year of NMVLL shall begin the first day of October, and shall end the last day of September.

Section 8: Distribution of Property upon Dissolution

Upon dissolution of NMVLL and after all outstanding debts and claims have been satisfied, the members shall distribute the property of NMVLL to such other Federally Incorporated entity maintaining an objective similar to that set forth herein, 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 and by-laws may be amended, repealed or altered 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.

A draft of all proposed amendments shall be submitted to Little League Baseball, Incorporated for approval before implementation.

This Constitution was approved by the North Mission Viejo Little League membership on _____, 2018.

Michael Maxwell, President

Date

Little League Identification Number 405-55-07

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

FOR REGIONAL HEADQUARTERS USE ONLY:

Date Received: _____

APPROVED

DISAPPROVED

Signature

Date

Position