

**League ID# (New League)**  
**State UBI#**  
**Federal ID#**  
**Little-League Constitution**

**Article 1. Name**

**Section 1.01** This organization shall be known as the Sammamish National Little League.

**Article 2. Objective**

**Section 2.01** The objective of the Sammamish National Little League 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 2.02** To achieve this objective the Sammamish National Little League 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 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 Sammamish National Little 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 inure the benefit of any private shareholder or individual; no substantial part of the activities of which is carrying on propaganda, 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 3. Membership**

**Section 3.01** Eligibility. Any person sincerely interested in active participation to effect the objective of Sammamish National Little League may apply to become a Member. Parents of player members wishing to become Regular Members may apply by checking the appropriate box on the player registration form. Individuals wishing to become Regular Members who are not the parent of a player member may do so by completing a membership application form.

**Section 3.02** Classes. There shall be the following classes of Members:

- (a) Player Members. Any Player candidate meeting the requirements of Little League Regulation IV and who resides within the authorized boundaries of Sammamish National Little League shall be eligible to compete for participation but shall have no rights, duties

or obligations in the management or in the property of Sammamish National Little League.

(b) Regular Members. Any adult person actively interested in furthering the objectives of the Sammamish National Little League may become a Regular Member as hereinafter provided (Article VIII, Section I). The secretary shall maintain the roll of membership to qualify voting members.

(i) Only Regular Members in good standing are eligible to vote at The Annual Meeting. All Officers. Board Members. Committee Members, Managers, Coaches, Volunteer Umpires and other elected or appointed officials must be active Regular Members in good standing.

(c) Member. As used herein after, the word "Member" shall mean a Regular Member unless otherwise stated.

### **Section 3.03** 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 Sammamish National Little League.

(b) Regular Members should not be actively engaged in the promotion and/or operation of any program detrimental to Sammamish National Little League.

### **Section 3.04** Suspension or Termination. Membership may be terminated by resignation or action of the Executive Committee of the Board of Directors.

(a) The Executive Committee, by a two-thirds vote of those present at any duly constituted meeting, shall have the authority to discipline or suspend or terminate the membership of any Member of any class, when the conduct of such person is considered detrimental to the best interests of Sammamish National Little League and/or Little League Baseball. 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 Executive Committee shall, in case of a Player Member, give notice to the manager of the team for which the player is a Member. Said Manager shall appear, in the capacity of an adviser, with the player before the Executive Committee, which shall have full power to suspend or revoke such players rights to future participation. The player's parent(s) or legal guardian(s) may also be present. The Executive Committee 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 4. **Dues for Regular Members (not Players)**

**Section 4.01** Dues for Regular Members may be fixed at such amounts as the Board of Directors shall determine prior to the beginning of any membership period. The annual membership period shall begin October 1 and end September 30 of each year.

**Section 4.02** Members who fail to pay their fixed dues within thirty (30) days from the time the same become due may by majority vote of the Board of Directors be dropped from the rolls and shall forfeit all rights and privileges of membership.

**Section 4.03** A reasonable Little League participation fee may be assessed as a parent's obligation to assure the operational continuity of Sammamish National Little League. AT NO TIME SHOULD PAYMENT OF ANY FEE BE A PREREQUISITE FOR PARTICIPATION IN THE LITTLE LEAGUE BASEBALL PROGRAM. (Little League Regulation XIII (c)).

## Article 5. **Meetings**

**Section 5.01** Annual Meeting. The annual meeting of the Members of Sammamish National Little League shall be held the second Monday in September in each year for the purpose of electing Directors, receiving reports and for the transaction of such business as may properly come before the meeting. Immediately following the annual meeting, the Directors present, provided there be a quorum, shall meet for the purpose of electing Officers and appointing Committees for the ensuing year.

**Section 5.02** Notice of Meeting. Notice of each meeting of the Members shall be published in the Issaquah Press and the Sammamish Review at least ten (10) days but not more than fifty (50) days in advance of thereof setting forth the place, time and in the case of special meetings, the purpose of the meeting. Notice of regular meetings other than the annual meeting shall be made by publishing the adopted schedule of regular meetings for the ensuing year in the next scheduled Sammamish National Little League Newsletter.

**Section 5.03** Special Meetings. Special Meetings of the Members may be called by the Board of Directors or by the Secretary or President at their discretion. Upon the written request of ten (10) members, the President shall call a special meeting to consider a specific subject. No business other than that specified in the notice of the meeting shall be transacted at any special meeting of the Members.

**Section 5.04** Quorum.

- (a) Annual Meeting: The presence in person or representation by absentee ballot of forty (40) of the Members shall be necessary to constitute a quorum.

(b) Board Meeting or Special Meeting: The presence in person or representation by absentee ballot of a majority of Board Members shall be necessary to constitute a quorum.

(c) Executive Committee: In a meeting of the Executive Committee to determine matters regarding suspension or termination, a vote of 2/3 (two-thirds) of the members of the Executive Committee will be required.

**Section 5.05** Voting. Only Regular Members shall be entitled to vote at any meeting of Sammamish National Little League unless otherwise stated herein a majority of members present or represented by absentee ballot at a meeting at which a quorum is present shall be necessary for the adoption of matters voted upon by the members.

**Section 5.06** Absentee Ballot. Each member shall be entitled to one vote in person or one absentee ballot.

**Section 5.07** Rules of Order. Roberts Rules of Order shall govern the proceedings of all meetings, except where same conflicts with the Constitution or By-Laws of Sammamish National Little League.

## Article 6. Board of Directors

**Section 6.01** Board and Number. The management of the property and affairs of Sammamish National Little League shall be vested in the Board of Directors. The number of Directors shall not be less than fifteen (15) nor more than sixty (60). The Directors shall enter upon the performance of their duties on October 1, the beginning of the fiscal year and shall continue in office until their successors shall have been duly elected and qualified.

**Section 6.02** Required Members. The Board membership shall include the Officers, including the player agents, a minimum of one manager and one volunteer umpire, the purchasing manager, baseball equipment manager, softball equipment manager, facilities manager, registration manager, scheduling manager, Umpire in chief baseball, Umpire in chief softball, sponsors manager, fund raising manager, communications manager, safety manager, and all baseball and softball league Vice Presidents. The number of managers including minor league representation elected to the Executive Committee shall not exceed a minority of the total Executive Committee.

**Section 6.03** Annual Election and Term of Office. At each annual meeting the Members shall determine the number of Directors to be elected for the ensuing year and shall elect such number of directors. The number so fixed may within the limits prescribed by the foregoing Section I, be increased at any regular or special meeting of the Members and if the number is increased, the additional Directors may be elected at the meeting at which the increase is voted, or at any subsequent meeting. All elections of Directors shall be by majority vote of all Members present or represented by absentee ballot at the time of the meeting.

**Section 6.04** 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 present at any regular meeting or at any special meeting called for that purpose.

**Section 6.05** Meetings, Notice, 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. The President or the Secretary may, whenever any of them deems it advisable, and the Secretary shall, at the request in writing of five (5) Directors, issue a call for a special meeting of the Board. Notice of each meeting shall be given by the Secretary to each Director either by mail at least three (3) days before the time appointed for the meeting to the last recorded address of each Director, or by telephone or electronic mail (e-mail) or personal notice twenty-four hours preceding the meeting.

In the case of special meetings, such notice shall include the purpose of the meeting and no matters not so stated may be acted upon at the meeting.

Fifty percent of the Board of Directors, present in person, by telephone or by proxy, shall constitute a quorum for the transaction of business. The act of the majority of the Directors present at the meeting at which a quorum is present shall be the act of the Board of Directors unless the act of a greater number is required by law, the Articles or the By-Laws.

**Section 6.06** Duties and Powers. 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.

The Board may adopt such rules and regulations for the conduct of its meetings and the management of Sammamish National Little League as it may deem proper.

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

The Board and Membership shall receive at the annual meeting of the members of Sammamish National Little League a report verified by the President and Treasurer or by a majority of the Directors showing the whole amount of real and personal property acquired during the year immediately preceding the date of the report and the manner of the acquisition, the amount applied or appropriated or expended during the year immediately preceding, the date and the purpose, the objects or persons to or for which such applications, appropriations or expenditures have been made and the names and places of residence of persons who have been admitted to membership of Sammamish National Little League during such year, which reports shall be filed with the records of Sammamish National Little League and an abstract thereof entered in the minutes of the proceedings of the annual meeting.

A copy of such report shall be forwarded to Little League Headquarters.

## Article 7. **Executive Committee**

**Section 7.01** The Board of Directors shall appoint an Executive Committee which shall include the Officers and consist of not less than five (5) nor more than fifteen (15) Directors. The number of managers including minor league representation elected to the Executive Committee shall not exceed a minority of the total Executive Committee.

**Section 7.02** Duties and Powers . The Executive Committee shall have the duties and powers as provided elsewhere herein and shall have such other duties and powers as may be delegated to it by the Board.

**Section 7.03** At the meeting of the Executive Committee a majority of the total number of members then in office 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 8. **Other Committees**

**Section 8.01** Membership Committee. The Board of Directors may appoint a Membership Committee of three (3) Directors and other appointed Regular Members.

The Committee shall receive the names of prospective Regular Members, investigate for eligibility and recommend those qualified for election at any meeting of the Board of Directors.

**Section 8.02** The Board of Directors of Sammamish National Little League will, from time to time, establish such other committees as deemed necessary and may prescribe the duties and powers of each.

**Section 8.03** Nominating Committee. The board of Directors shall appoint a Nominating Committee consisting of not less than three (3) Directors and other appointed Regular Members. The Committee shall investigate and consider eligible candidates and submit at the Annual Meeting a slate of candidates for the Board of Directors. The Committee shall also submit for consideration by the Board of Directors a slate of Officers and Committee Members.

## Article 9. Officers, Duties and Powers

**Section 9.01** Officers. The Officers of Sammamish National Little League shall consist of a President, President-Elect, one or more Executive Vice Presidents, Webmaster, Secretary, Registration Secretary, Treasurer, Safety Officer and Player Agent or Agents, all of whom shall hold office for the ensuing year or until their successors are duly elected. Regulation (b).

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 and may fill any vacancy which may occur in any office. Any mid year replacement of a board position will carry no voting privileges unless the replacement individual is voted in by the membership.

These officers shall be defined as the Executive Committee as referred to in the Little League Constitution and By-Laws.

**Section 9.02** President. The President shall:

- (a) Conduct the affairs of Sammamish National Little League and execute the policies established by the Board of Directors.
- (b) Present a report of the condition of Sammamish National Little League 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 Sammamish National Little League.
- (d) Be responsible for the conduct of Sammamish National Little League in strict conformity to the policies, principles, Rules and Regulations of Little League Baseball, Incorporated. as agreed to under the conditions of charter issued Sammamish National Little League by that organization.
- (e) Designate in writing other officers if necessary, to have power to make and execute for/and in the name of Sammamish National Little League such contracts and leases as may have received prior approval of the Board.
- (f) Investigate complaints, irregularities and conditions detrimental to Sammamish National Little League 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 9.03** President Elect or Executive Vice-Presidents. In case of the absence or disability of the President and provided he is authorized by the President or Board to so act, an Executive Vice-President shall perform the duties of the President, and when so acting, shall have all the powers of that office, and shall have such other duties as from time to time may be assigned by the Board of Directors or by the President.

**Section 9.04** Registration Secretary and/or Secretary. The Secretary shall:

- (a) Be responsible for recording the activities of Sammamish National Little League and maintain appropriate files, mailing lists and necessary records. (as provided in RCW 24.03.135)
- (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 Members, Directors and Committee members and give notice of all meetings of Sammamish National Little League, the Board of Directors and Committees.
- (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) Shall 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.
- (f) Notify Members, Directors, Officers and Committee Members of their election appointments.

**Section 9.05** Treasurer. The Treasurer shall:

- (a) Perform such duties as are herein specifically 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 moneys and securities, and deposit same in a depository approved by the Board of Directors.
- (c) Keep records for the receipt and disbursement of all moneys and securities of Sammamish National Little League, approve all payments from allotted funds and draw checks therefore.
- (d) Prepare an annual budget, under the direction of the President, for submission to the Board of Directors at the Annual Meeting.

**Section 9.06** 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 application for player candidates and assist the President in checking residence and age eligibility.
- (c) Conduct the player auction or 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 Headquarters, team rosters, including players claimed, and the tournament team eligibility affidavit.
- (f) Notify Little League Headquarters of any subsequent player replacements or trades.

**Section 9.07** Safety Officer. The Safety Officer shall:

- (a) Be responsible for the implementation of a safety awareness program at the Sammamish National Little League level.
- (b) Be responsible to make all members aware of all safety procedures found in the Little League Safety Code.
- (c) Frequently inspect all playing areas for holes, damage, glass or other foreign objects.
- (d) Make certain fences, screens and dugouts are in safe condition.
- (e) Periodically inspect the stands or bleachers.
- (f) Have procedures in place in advance of all games and practices in the event of an emergency.
- (g) Handle all accident claims promptly and maintain all records pertaining to all injuries and to include any claims for liability.

**Section 9.08** Webmaster. The Webmaster shall:

- (a) Manage the League's Official home page.

- (b) Manage the online registration process and ensure that League Rosters are maintained on the site
- (c) Assign administrative rights to League volunteers and teams
- (d) Ensure that league news and scores are updated on a regular basis
- (e) Collect, post and distribute important information on League activities including direct dissemination of fund-raising and sponsor activities to Little League Baseball, District, public, League members and media
- (f) 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 Baseball.

**Section 9.09** 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 p[alyers, coaches and managers;
- (e) coordinate mini-clinics as necessary;
- (f) Serve as the contact person for Little League and its manager-coach educations program for the league.

## Article 10. **Affiliation**

**Section 10.01** Charter. Sammamish National Little League shall annually apply for a charter from Little League Baseball, Incorporated and shall do all things necessary to obtain and maintain such charter.

Sammamish National Little League shall devote its entire energies to the activities authorized by such charter and it shall not be affiliated with any other program or organization or operate any other program.

**Section 10.02** Rules and Regulations. The Official Playing Rules and Regulations as published by Little League Baseball, Incorporated, Williamsport, Pennsylvania, shall be binding on Sammamish National Little League.

**Section 10.03** Local League Rules. The local rules of Sammamish National Little 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 and Regulations of Little League Baseball, Incorporated.

## Article 11. **Financial and Accounting**

**Section 11.01** The Board of Directors shall decide all matters pertaining to the finances of Sammamish National Little League and it shall place all income including Auxiliary funds, in a common league treasury, directing the expenditure of same in such manner as will give no individual or team an advantage over those in competition with such individual or team.

**Section 11.02** The Board shall not permit the contribution of funds or property to individual teams but shall solicit same for the common treasury of Sammamish National Little League, thereby to discourage favoritism among teams and to endeavor to equalize the benefits of Sammamish National Little League.

**Section 11.03** The Board shall not permit the solicitation of funds in the name of Little League Baseball unless all of the funds so raised be placed in Sammamish National Little League treasury.

**Section 11.04** The Board shall not permit the disbursement of Sammamish National Little League funds for other than the conduct of Little League activities in accordance with the rules and policies of Little League Baseball, Incorporated.

**Section 11.05** No Director, Officer or Member of Sammamish National Little League shall receive, directly or indirectly any salary, compensation, loan or emolument from Sammamish National Little League for services rendered as Director, Officer or Member.

**Section 11.06** All moneys received including Auxiliary Funds for the operation of the league, shall be deposited to the credit of Sammamish National Little League in Banner Bank, Redmond

Branch and all disbursement shall be made by check for this account. All moneys received for the purposes of operating the Beaver Lake Park Concession Stand will be deposited in Bank of America, Pine Lake Branch and all disbursements for concessions inventory shall be made from this account. All checks shall be signed by the Sammamish National Little League Treasurer and such other officer or officers or person or persons as the Board of Directors shall determine.

**Section 11.07** The fiscal year of Sammamish National Little League shall begin on the first day of October and shall end on the last day of September.

**Section 11.08** Distribution of Property upon Dissolution. Upon dissolution of Sammamish National Little League and after all outstanding debts and claims have been satisfied, the Members shall distribute the property of Sammamish National Little League to such other Federally Incorporated entity maintaining an objective similar to that set out 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 12. Amendments

**Section 12.01** This Constitution and By-laws 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 and provided that the members approve and adopt these changes by vote.

**Section 12.02** Draft of all proposed amendments shall be submitted to Little League Baseball, Incorporated, for approval.

This constitution was approved by the Sammamish National Little League Membership on

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_____	_____	_____
Presidents Name (print)	Presidents Signature	Date
_____	_____	_____
Little League ID No.	Federal ID No. (if available)	State ID No. (if available)