

# Harlan Little League By-Laws

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## *I. Name*

The league shall be known as “Harlan Little League”, hereinafter referred to as the “League.” The League has been established as a non-profit corporation under the laws of the State of Iowa.

## *II. Purpose*

The purpose of the League shall be to organize and supervise the playing of softball and baseball under specialized rules and regulations, to secure suitable and adequate financial backing for these purposes, and to own, lease or otherwise obtain the use of suitable playing facilities and equipment for these purposes.

## *III. Policies of League*

### *A. Welfare of Young People*

It shall be the policy of the League to conduct its activities so that the physical and moral welfare of the young people for whose benefit it is organized shall remain paramount and all matters of policy shall be determined on that basis.

### *B. Conflict of Interest*

No person who is a member of or who is employed by or who is any way connected with the League shall receive any personal financial benefit therefore beyond the reasonable value of services in carrying out the purpose for which the League has been organized.

### *C. Sponsors and Advertising*

- (1) (1) In order to secure suitable and adequate financial backing to carry out the purpose of the League, it shall be the policy of the League to permit only such sponsorship as is consistent with the purpose for which the League is organized and to select sponsors who are interested in the League solely or principally as a means of contributing to the welfare of young people.
- (2) (2) It shall be the policy of the League to prohibit any direct advertising of alcoholic beverages or tobacco products in connection with the League or any of its programs. It shall further be the policy of the League to prohibit the use or consumption of alcoholic, tobacco or any prohibited substances during any League function including, without limitation, games.

#### **D. Coaches & Players**

All League coaches and players shall promote and maintain good sportsmanship at all times, including at all League practices, games and any additional League functions. Coaches shall treat all League officials and umpires with courtesy and respect. Players are expected to treat all coaches, League officials and umpires with courtesy and respect.

#### **E. Disciplinary Guidelines**

Enforcement of playing rules at League games shall be the sole responsibility of the umpire(s) who have been assigned to the game. Enforcement of additional League conduct rules shall be the joint responsibility of the Division Coordinators, umpires assigned to that game, any Board members present at the game and any other League officials who have been given authority by the Board. For any incidents regarding a player, the Division Coordinator shall inform and consult with the board.

Violations of conduct rules for coaches and players include (but are not limited to) the following:

- Fighting;
- Foul language;
- Derogatory remarks made to umpires, coaches, parents or League officials;
- Improper decorum in the dugouts or on the fields;
- Cheating or fraud of any kind;
- Destruction of league or city property;
- Continued use of improper equipment or wearing of an improper uniform after being warned;
- Malicious conduct of any kind;

Thus, if a coach, player, or fan is ejected from a game for any of the aforementioned violations, he/she must leave the playing field immediately and the park within 10 minutes of the ejection. (A coach or fan can only return to the park to pick up a player once the game is completed.) Failure to act accordingly will result in the forfeiture of the game and suspension from the league for the rest of the season. Additionally, the league may pursue criminal trespass charges if the police are required to remove someone from the park.

In addition to the ejection from the game, the coach, player and/or fan will receive the following suspension and penalties:

1. 1<sup>st</sup> offense: suspension for the next team game.
2. 2<sup>nd</sup> offense: suspension for one calendar week and the suspension of one game of the child of the coach, parent, or guardian involved.
3. 3<sup>rd</sup> offense: suspension for the remainder of the season.
4. 4<sup>th</sup> offense: lifetime expulsion from all Harlan leagues.

If the offense occurs in the last game of the season, the proscribed suspension will be effective for the following season or the next season that the violator participates in.

These penalties are automatic and do not require a ruling by a league official or a vote by the board. The coach, parent, or player may appeal to the board. After investigating the facts and circumstances surrounding the misconduct, the board may overrule the proscribed suspension or continue with the necessary penalty. The board's decision can then be appealed to the board where a majority vote must be obtained in order to alter the ruling.

***F. Players "Playing-up"***

Players will be allowed to play-up at the discretion of the parent or guardian and coach.

***G. Parent Requests***

Parent requests for players to be assigned to a specific team or coach will not be honored. (See draft procedures)

***H. Fundraising***

Teams, coaches, players, parents, or any other persons will not be permitted to solicit funds for any league sponsored team without prior authorization of the Harlan Little League Board.

***I. League Affiliation Regulations***

The Harlan Little League shall abide by the policies and regulations provided by the league in which affiliated. (i.e. WIGSL, WIBBL) The board shall determine league affiliation annually at the January board meeting.

***IV. Board of Directors***

The Board of Directors of the League, hereinafter referred to as the "Board", shall be nominated by existing board members of the league and elected by a majority vote at a board meeting and in the manner provided for as follows:

The Board shall consist of nine (9) persons. The term for each Board member is three (3) years. All members of the Board shall be eligible for re-election.

A quorum for the conducting of all business, except as specifically otherwise set forth herein, shall be at least a majority (5) of the Board.

The Board, in its discretion, may remove any Board member upon the affirmative vote of the Board sitting at the time such issue is brought before the Board for vote. A seventy-one percent (71%) vote is necessary to remove any Board member. Voting will be done with a roll call of each board member.

The Board may fill any vacancies on the Board at any regular Board meeting by a majority vote thereof.

These officers shall include the President, Vice-President, Secretary, Treasurer, and Division Coordinators. Board members also must elect persons to be a sponsor coordinator, umpire coordinator, field coordinator, equipment coordinator, schedule coordinator, uniform coordinator and vendor coordinator. These positions can be filled by the executive board or appointed to other members of the League.

The Board shall meet at least quarterly or as often as needed to handle league business. The time and place for such meetings shall be determined by the President and shall be made known to all members of the Board upon at least 1-day's notice, oral, telephonic or written. Any member may attend a Board meeting; however, membership participation shall be at the discretion of the Board. Furthermore, the Board may convene in executive session to discuss or resolve such matters, which the Board, in its discretion, believes, should be handled confidentially.

Board members may carry written proxies for non-attending Board members for specific votes.

The Board shall have full authority and discretion to make all policy, set budgets, and implement the on-going business of the League consistent with the bylaws. Without limiting the generality of the foregoing, the Board shall have the power to:

- Purchase or otherwise acquire for the League any property, right or privilege which the League is authorized to acquire, by the price of consideration and upon such terms as the Board may deem appropriate;
- Appoint, remove or suspend subordinate agents or volunteers and to determine their duties and fix their salaries, if any;
- Determine who shall be authorized on behalf of the League to sign bills, notices, receipts, acceptances, endorsements, checks, releases, contracts, and any other instruments. Without any further action by the Board, the President and Vice President are so authorized.
- Delegate any of the powers of the Board to any agent of the League with any powers as the Board may see fit to grant;
- Suspend, discharge, bar or otherwise discipline any member, coach, player, parent, league official, umpire as well as other related people as needed without refund whose conduct is considered detrimental to the best interests of the League (see Disciplinary Guidelines below);

- Set registration fees and award scholarships;
- Generally do all such lawful acts and take actions as may be necessary and proper.

**V. Financial Policy**

The Board shall decide all matters pertaining to the finances of the league, bearing the responsibility to conduct the financial affairs of the league in a prudent business-like manner. The Board shall institute policy relative to the preparation and acceptance of an annual budget, and periodic and annual presentation of financial reports, and an annual audit of the books of the League.

**VI. Duties of Officers**

The League shall have the following:

**A. The President shall:**

- Preside at all meetings of the Board and the League;
- Serve as the Chief Executive Officer of the League;
- Represent the League at any meetings of other organizations, including the City of Council Meeting or parks and recreation meetings;
- Attend all required city meetings and work to obtain fields as directed by the Board;
- Perform such other duties as are normally associated with the Office of President.
- Arrange for the field preparation for all League games.

**B. The Vice President shall:**

- Perform such duties as may be assigned by the President;
- Otherwise assist the President in the performance of his/her duties;
- Preside or represent the League at any meetings in the absence of the President;
- Organize sponsorship;
- Coordinate pictures;
- Develop umpire list.

**C. The Secretary shall:**

- Have custody of the Articles, Bylaws, minutes and all other records of the League, except financial records;
- Keep an accurate record of the meetings and other activities of the League and the Board;
- Be responsible for all correspondence on behalf of the League;
- Transmit all records and correspondence to any person elected to succeed him/her in that office.

***D. The Treasurer shall:***

- Receive and disburse all funds with the approval of the Board;
- Keep an accurate account of all funds received and disbursed for the League;
- Submit a financial report at all regular meetings and at such other times as may be requested by the President;
- Compile an annual report of League finances;
- Transmit all records and correspondence to any person elected to succeed him/her in that office.

***E. Division Coordinators shall:***

- Determine the number of teams for their division;
- Determine and assign coaches for the teams in their division;
- Assign players to teams;
- Organize in planning and/or conducting the draft of players;
- Recommend rule amendments for their division;
- Hold meetings with coaches at appropriate times before and during the season;
- Distribute the following items to coaches at appropriate times: equipment, rosters, rule books, season schedules, pictures, trophies, and any forms or flyers as directed by the Board;
- Monitor games during the season;

- Collect equipment from coaches at the end of the season;
- Add sponsors when needed;
- Assign umpires (inform coaches and give them the list);
- Empty and clean all equipment bags, and take an inventory of the equipment during the off-season;
- Obtain any required new equipment as directed by the Board;
- Provide equipment as required for the player tryout sessions;
- Fill and distribute equipment bags for each division to the division coordinators;
- Distribute balls as required for all League games to the division coordinators;
- Collect all equipment from division coordinators at the end of the season.

**F. Uniform**

- Keep track of sponsor logos, uniform colors, teams or divisions they sponsored and any other special needs. Coordinate the ordering of uniforms from the uniform vendor as directed by the Board.
- Pick up uniforms from the uniform vendor and distribute them to the division coordinators;
- Work with the teams and the uniform vendor to correct uniform problems;
- Coordinate the picture schedule with the picture vendor

***VII. Fiscal Year***

The fiscal year of the Corporation shall be fixed by the Board of Directors from time to time, subject to applicable law. The initial fiscal year shall end on December 31<sup>st</sup>.

***VIII. Amendments***

These Bylaws may be amended by a majority vote of the League members at the January Board meeting meeting.

**Indemnity**

- (a) (a) Any person made a party to any action, suit, or proceeding, by reason of the fact that he, his testator or intestate representative is or was a Director, Governing Board member, officer, or employee of the Corporation, or of any corporation in which he served as such at the request of the Corporation, shall be indemnified by the Corporation against reasonable expenses, including such attorney’s fees actually and necessarily incurred by him in connection with the defense of such action, suit, or proceeding, or in connection with any appeal therein, except in relation to matters as to which it shall be adjudged in such action, suit, or proceeding, or in connection with any appeal therein that such officer, Director, Governing Board member or employee is liable for negligence or misconduct in the performance of his duties.
  
- (b) (b) The foregoing right of indemnification shall not be deemed exclusive of any other rights to which any officer or Director, Governing Board member, or employee may be entitled apart from the very provisions of this section.
  
- (c) © The amount of indemnity to which any officer, Director, or Governing Board member may be entitled shall be fixed by the Board of Directors, except that in any case where there is no such disinterested majority of the Board available, the amount shall be fixed by arbitration pursuant to the then existing rules of the America Arbitration Association.

**IX. Discrimination Not Permitted**

In rendering its functions and in exercising its purposes, the corporation shall not practice or permit discrimination on the basis of sex, age, race, national origin, religion, physical handicap, or disability.

**X. Team Development and Procedures**

**Baseball**

**Softball**

<b>Team</b>	<b>Finishing Grade</b>	<b>Team Development</b>	<b>Team</b>	<b>Finishing Grade</b>	<b>Team Development</b>
T-Ball	Pre - K	Division Coordinator	T-Ball	Pre	Division Coordinator
7U/Coach	N/A	Draft	D	K-1	Draft
9U	N/A	Draft	C	2-3	Draft
11U	N/A	Draft	B	4-5	Draft
13U	N/A	Draft	A	6-8	Draft

### *Draft Procedures*

NOTE: It is inappropriate for Coaches to discuss the position a player was selected in the draft with anyone outside the draft room. Such behavior shall be considered misconduct and will likely jeopardize that individual's future affiliation with Harlan Little League.

Draft order is determined by drawing names out of a hat.

Every team drafts in the first (1st) round and the final round.

Prior to the draft, Little League Board prepares a list of eligible players, for the draft. Players must register to be eligible for the draft. Late registrations will be taken and players will be placed at the discretion of the board.

Once the draft begins, no draft participant may leave the room or utilize cell phones for communicating with outside sources. These actions may prevent re-entry into the room until the draft is concluded.

Coaches have a maximum of three (3) minutes to make a draft selection. Missed selection opportunities are postponed until the end of that round, at which time selection must occur immediately. Failure to make an immediate selection at this time will result in being assigned the last selection of the draft. There is no exception for the final selection in a round.

All draft worksheets and papers will be collected by the board at the end of the draft.

Player registration forms shall be provided to the coach at the conclusion of the draft.

The draft is a snake draft (up and back). The order of the draft is picking names out of the hat.

All coach's and assistant coach's sons/daughters, are protected in the 1<sup>st</sup> and 2<sup>nd</sup> rounds of the draft. However, the player will no longer be protected after that point and may be selected by another team. If a coach's son or daughter is protected, the coach must actively participate in coaching the team. Any coach, with a protected child, who does not actively "coach" will be subject to removal from the coaching position, and their child will be placed back into the draft. Such child will be placed on the team who holds the next draft pick.

Siblings will be drafted together unless otherwise specified by the parents. When the first sibling is drafted other sibling must be taken in the very next round.

Trading of players may only be conducted after the draft but, before leaving the draft hall. The board must approve all trades. Trading will cease 15 minutes after the last player is drafted.

IN WITNESS WHEREOF, THESE BYLAWS HAVE BEEN DULY ADOPTED THE  
10<sup>th</sup> DAY OF January 2043 BY CONSENT OF THE HARLAN LITTLE  
LEAGUE BOARD OF DIRECTORS.

Board Members:

President: Dan Koesters  
Vice President: Robert Christensen  
Treasurer: Mary Petersen  
Secretary: Gabe Baughman

Other Board Members:

Michelle Brummer  
Trent Svendsen  
Ryan Meyer  
Tricia Spangenberg  
Todd Berndt