



DUNDAS LITTLE LEAGUE CONSTITUTION
Little League ID Number 557-01-03

ARTICLE I – NAME

This organization shall be known as “Dundas Little League”, hereinafter referred to as the “Local League”.

ARTICLE II – OBJECTIVE

SECTION 1

The objective of the Local League shall be to positively impact youth and communities using the power of youth baseball and/or softball to build stronger individuals and communities, and instill values of integrity, leadership, teamwork, and respect.

SECTION 2

To achieve this objective, the Local League will provide a supervised program of baseball and/or softball consistent with the Rules and Regulations of Little League Baseball, Incorporated. All Directors, Officers and Members shall consider and incorporate the values of Little League: Teamwork, Community, Inclusion, Fun, and Integrity. The molding of future citizens is of prime importance and the attainment of exceptional athletic skill or the winning of games is secondary. The Local League shall operate exclusively as a nonprofit educational organization providing a supervised program of recreational and competitive baseball and/or softball games.

SECTION 3

The objective of The League is to provide youth with opportunities to develop good sportsmanship and participate in a recreational and competitive baseball program with the focus on teamwork, exercise, fun and safety. The League will provide supervised baseball programs under the Rules and Regulations of Little League Baseball Incorporated, and Little League Canada. All League 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. The League shall operate exclusively as a non-profit educational organization providing supervised programs of recreational and competitive baseball. No part of the earnings shall benefit any private shareholder individual, with the only exception being the League's Umpires.

ARTICLE III – MEMBERSHIP

SECTION 1 – Eligibility

Any person sincerely interested in active participation to further the objective of this league may apply to be a Member, as outlined below.

SECTION 2 – Classes

The League has 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 the Local League.

(b) Regular Members. Any person, 18 years of age or older, actively interested in furthering the objectives of the Local League becomes a Regular Member upon election to the Board, appointment to the Executive, being accepted for regular volunteer duty within the Local League's fiscal year, or by registering and paying in full the annual fees for a Player Member for participation within the Local League's fiscal year, also referred to as a Parent Member.

Only Regular Members in good standing are eligible to vote or make motions at General Membership Meetings. All Board Members, Executive Members, Committee Members, Coaches, Volunteer Umpires and appointed individuals must be active Regular Members in good standing. Regular Members of the league automatically include all current Coaches, Volunteer Umpires, Board Members, Executive and any other person who is recognized by the Board as a volunteer in the Local League.

As used hereinafter, the word "Member" shall mean a Regular Member unless otherwise stated.

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 the Local League.

SECTION 4 – Suspension or Termination

Membership may be suspended or terminated by the Board of Directors in accordance with Code of Conduct policies..

SECTION 5 – Registration Fees

Registration fees for a Regular Member may be fixed at such amount as the Board of Directors shall determine prior to the beginning of any membership period.

Members who fail to pay their registration fees within thirty (30) days from the time they become due, may by vote of the Board, be dropped from the membership and shall forfeit all rights and privileges.

SECTION 6 – Playing Rules and Regulations

The official Playing Rules and Regulations as published by Little League Baseball Incorporated, Williamsport, Pennsylvania, or amended by Little League Canada shall be binding on The League.

In the case where there are contradictions between Little League Baseball Incorporated's Playing Rules and Regulations, or Little League Canada's Playing Rules and Regulations and The League, The League Playing Rules and Regulations shall take precedence.

ARTICLE IV – GENERAL MEMBERSHIP MEETINGS

SECTION 1 - Quorum

The presence of ten (10) of the Regular Members in good standing shall be necessary to constitute a quorum at an Annual General Meeting or Special Meeting.

The majority of the Board of Directors in attendance (i.e. >50% of Directors) shall constitute a quorum for the transaction of business at regular meetings.

SECTION 2 – Vacancies

If any vacancy occurs in the Board of Directors, by death, resignation or otherwise, during the fiscal year, it may be filled by a two thirds majority vote of the Board of Directors.

SECTION 3 – Annual General Meeting

The Board of Directors will be elected at The League's Annual General Meeting. Notice of each Annual General Meeting shall be electronically mailed to each Member at his/her/their last recorded address at least twenty-one (21) days in advance thereof setting forth the place, time, and purpose of the meeting. Notice may be given in such form as authorised by Members following closing day. Only Regular Members in good standing shall be entitled to vote at any Annual General Meeting of the League. No votes by proxy will be allowed. There will be no nominations accepted from the floor.

The Nomination committee shall consist of three (3) Directors. The committee shall investigate and consider eligible candidates and submit at the Annual General Meeting a slate of candidates for approval. This task may be assigned to an individual director.

SECTION 4 – Annual Meeting of the Members

(a) The Membership shall receive at the Annual Meeting of the Members of the Local League a report, either verbal or printed, verified by the President and Treasurer, or by a majority of the Directors, showing:

- The condition of the Local League, to be presented by the President or his/her designate
- A general summary of funds received and expended by the Local League for the fiscal year, the amount of funds currently in possession of the Local League, and the name of the financial institution in which such funds are maintained
- The whole amount of real and personal property owned by the Local League, where located, and where and how invested
- For the fiscal year, the amount and nature of the property acquired, with the date of the report and the manner of the acquisition, the amount applied, appropriated or expended, and the purposes, objects, or persons to or for which such applications, appropriations, or expenditures have been made.

(b) At the Annual Meeting, the Members shall hold elections for the elected Directors.

(c) After the election, the Board of Directors shall assume the performance of its duties immediately following the Annual General Meeting. After the Board of Directors are elected, the Board shall meet to appoint additional Board Members as defined herein and appoint any Executive. The Board's term of office shall continue until its successors are elected and qualified under this section.

SECTION 5 – Special General Membership Meetings

Special General Membership 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 10 Members, the President or Secretary shall call a Special General Membership Meeting to consider the subject specified in the request. No business other than that specified in the notice of the meeting shall be transacted at any Special General Membership Meeting. Such Special General Membership Meeting shall be scheduled to take place not less than ten (10) days and not more than thirty (30) days after the request is received by the President or Secretary.

SECTION 6 – Rules of Order for General Membership Meetings

Robert's Rules of Order shall govern the proceedings of all General Membership Meetings, except where same conflicts with this Constitution of the Local League.

ARTICLE V – BOARD OF DIRECTORS

SECTION 1– Authority

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

SECTION 2 - Composition

The Board of Directors shall be comprised of eight (8) positions; namely the President, Vice-President, Secretary, Treasurer, Safety Officer, Umpire-in-Chief, Player Agent, and Past President.

SECTION 3 - Elected Positions

The following seven (7) positions on the Board of Directors are elected at the Annual General Membership Meeting: President, Vice-President, Secretary, Treasurer, Safety Officer, Umpire-in-Chief, and Player Agent.

SECTION 4 – Past President Position

The position of Past President is valid only for the first year after a new president is elected.

SECTION 5 - Appointed Positions

There are no appointed positions to the Board of Directors.

SECTION 6 – Increase in number

The number of Board of Directors may be increased at Annual Membership meeting in this Constitution. If the number is increased, the additional Directors may be elected at the meeting at which the increase is voted on, or at any subsequent Annual Membership Meeting.

SECTION 7 – Vacancies

If any vacancy exists or occurs in the Board of Directors, it may be filled by a majority vote of the remaining Directors at any duly constituted Board meeting. The duties/responsibilities of vacant positions can and should be assumed by elected Board Members until the vacant positions are filled.

SECTION 8 – Board Meetings, Notice and Quorum

Regular meetings of the Board of Directors shall be held immediately following the Annual General 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 the Secretary shall at the request in writing 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 Secretary personally or electronically to each Director at least seven (7) days before the time appointed for the meeting.

(c) The presence of a majority of elected members of the Board of Directors (i.e. >50%) 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. However, the Board of Directors may invite, admit, and recognize guests for presentations or comments during Board meetings.

(e) In the event of a tie vote, the President shall cast the deciding vote.

SECTION 9 – Duties and Powers

(a) 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.

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

(c) The Board shall have the power by a two-thirds vote of those present at any duly constituted Board Meeting to discipline, suspend, or remove any Director, Executive, Committee Member, Regular Member, or Player Member of the Local League in accordance with the procedure set forth in Article III, Section 4 (a, b).

SECTION 10 – 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 the Local League.

ARTICLE VI – DUTIES AND POWERS OF THE BOARD

All Board Members are aware of Local League matters and are educated on issues pertaining to the Local League, forthcoming votes, and can contribute positively to any discussion and resolution. They will show leadership on and off the field, advise on disputes, be willing to serve on any Committee, and publicly support the Local League's rules and policies. Board Members are bound by the governing league's Privacy Policy and must use discretion when discussing/sharing information about the Local League and its Members.

SECTION 1 – Executive Appointments

The Board of Directors may appoint such other individuals to comprise the Local League Executive as it may deem necessary or desirable, and may prescribe the powers and duties of each. Executive individuals shall have no vote on actions taken by the Board of Directors but must be engaged in the issues pertaining to the Local League and called upon to consult as necessary.

SECTION 2 – President – TWO (2) YEAR TERM ELECTED IN EVEN NUMBER YEARS

The President shall:

- (a) Provide sound leadership, have demonstrated knowledge, experience, and common sense with an efficient organizational and administrative ability
- (b) Present a report of the condition of the Local League at the Annual General 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) Designate other Board or Executive members, if necessary, to have power to make and execute for/and in the name of the Local League such contracts and leases they may receive, and which have had prior approval of the Board.
- (e) Investigate complaints, irregularities, and conditions detrimental to the Local League and report thereon to the Board as circumstances warrant.
- (f) With the assistance of the Registrar, Information Officer, or 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 of any all-star team.
- (g) Establish multi-year plans and goals for the Local League including allocating and building resources for their means.
- (h) Energize and engage with the membership and community and advocate for the betterment of the Local League.
- (i) Review the Local League's programming and be always mindful of the best interests of Little League, all players, and the community.
- (j) Represent the Local League at all District meetings, vote on behalf of the Local League, and communicate updates to the Local League Board of Directors.
- (k) Organize or delegate and assist at the Local League's tournaments.

SECTION 3 – Vice-President – TWO (2) YEAR TERMS ELECTED IN ODD NUMBER YEARS ETC.)

The Vice-President of Administration shall:

- (a) Have demonstrated knowledge, experience, and common sense with an efficient organizational and administrative ability
- (b) Be responsible for the conduct of the Local 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 to the Local League by that organization, and of the Local League.
- (c) Conduct the affairs of the Local League and execute the rules and policies established by Little League and the Board of Directors.
- (d) Oversee player evaluations, tryouts, and player drafts with assistance from the Division Convenors.
- (e) Perform the duties of the President in the absence or disability of the President. When so acting, the Vice-President of Administration shall have all the powers of that office.
- (f) Oversee scheduling of league play and the Local League's tournaments including tournament rules.
- (g) Offer assistance to the Local League's tournaments, particularly large or multi-park events.

SECTION 4 – Secretary - TWO (2) YEAR TERM ELECTED IN EVEN NUMBER YEARS

The Secretary shall:

- (a) Be responsible for recording the activities of the Local League and maintain appropriate files, mailing lists, and necessary records.
- (b) Maintain a list of all Regular Members, Directors, Executive and Committee Members and give notice of all meetings of the Local League, the Board of Directors and Committees.
- (c) Keep the minutes of the meetings of the Members, the Board of Directors, and the Executive.
- (d) 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.
- (e) Notify Members, Directors, Executive, and Committee members of their election or appointment.
- (f) Receive and respond to all communication received whether by voice (telephone), electronic (email), or paper (letter mail).

- (g) Establish and convene regularly scheduled Board Meetings.
- (h) Perform other duties as are customarily incident to the office of Secretary or as may be assigned by the Board of Directors.
- (i) Offer assistance to the Local League's tournaments, particularly large or multi-park events.

SECTION 5 – Treasurer - TWO (2) YEAR TERMS ELECTED IN ODD NUMBER YEARS

The Treasurer shall:

- (a) Receive all moneys and securities, and deposit same in a depository approved by the Board of Directors.
- (b) Keep records for the receipt and disbursement of all moneys and securities of the Local League, including the Auxiliary, approve all payments from allotted funds and draw cheques therefore in agreement with policies established in advance of such actions by the Board of Directors. All disbursements by cheque must have dual signatures (valid cheque signatories must not reside in the same household).
- (c) Prepare an annual financial report, under the direction of the President, for submission to the Membership and Board of Directors at the Annual General Meeting.
- (d) Perform other duties as are customarily incident to the office of Treasurer or as may be assigned by the Board of Directors.
- (e) Prepare an annual budget and monitor the Local League's disbursements so that they remain on target.
- (f) Offer assistance to the Local League's tournaments, particularly large or multi-park events.

SECTION 6 – Safety Officer – ONE (1) YEAR TERM ELECTED ANNUALLY

The Safety Officer shall:

- (a) Be responsible to create awareness, through education and information, of the opportunities to provide a safer environment for children and all participants of Little League.
- (b) Enforces the league's Background Check Policy for Volunteers.
- (c) 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:

- i. Education - Should facilitate meetings and distribute information among participants including players, managers, coaches, umpires, league officials, parents, guardians, and other volunteers.
- ii. Compliance - Should promote safety compliance leadership by increasing awareness of the safety opportunities that arise from these responsibilities.
- iii. 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.
- (d) Ensure adequate safety and first aid supplies are on-hand and accessible at the Local League's facilities
- (e) Offer assistance to the Local League's tournaments, particularly large or multi-park events.

SECTION 7 – Player Agent - ONE (1) YEAR TERM ELECTED ANNUALLY

The Player Agent shall:

- (a) Organizes, with the help of the convenors and Board members, the annual player evaluations.
- (b) Assists convenors in making the teams for the various house league divisions.
- (c) Assists during tryouts and player selection for the all-star and select teams.
- (d) Supervises and coordinates transfer of players from other divisions according to the regulations and provisions of Little League Baseball.
- (e) Acts as the Player Advocate and first point of contact for any player or parent issue.
- (f) Offer assistance to the Local League's tournaments, particularly large or multi-park events.

SECTION 8 – Umpire-in-Chief - ONE (1) YEAR TERM ELECTED ANNUALLY

The Umpire-in-Chief shall:

- (a) Be an Umpire himself/herself.
- (b) Be a role model to the players and umpires with sound rule knowledge, as well as being able to recruit, teach, or train umpires and interpret rules.
- (c) Conduct Umpiring or Rules Clinics for new umpires and/or managers/coaches.
- (d) Oversee umpiring at the Local League's tournaments.
- (e) Oversees the scheduling of umpires.
- (f) Manages the ordering of any required gear, accessories, and clothing for the Local League's umpires.

- (g) Provides primary direction to the Local League regarding rules and policies pertaining to league play.
- (h) Establish a dress code for the umpires that will be umpiring in the Local League.
- (i) Interface with the Local League Board of Directors as it relates to game situations, manager/coach situations, etc.
- (j) Observe and mentor umpires actively throughout the season.
- (k) Offer assistance to the Local League's tournaments, particularly large or multi-park events.

SECTION 9 – Past President – ONE (1) YEAR TERM ONLY AFTER A NEW PRESIDENT IS ELECTED

The Past President holds a position on the Board of Directors for a term of one year after a new President is elected. The role of the Past President is to assist with league turnover.

SECTION 10 – Conflict of Interest

Every Board member shall disclose any conflict or possible conflict of interest that an individual may have either personally or through a partnership, affiliation, association, or corporation which the individual is associated with on an non-arms-length basis. Such apparent or perceived conflicts shall be decided on by a simple majority vote of those members of the Board in attendance at such a meeting where the possible conflict is disclosed.

ARTICLE VII – AFFILIATION

SECTION 1 – Charter

The Local League shall annually apply for a charter from Little League Baseball, Incorporated, and shall do all things necessary to obtain and maintain such charter. The Local 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 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 can be reviewed by the Board of Directors at any meeting but shall in no way conflict with the Rules, Regulations and Policies of Little League Baseball, Incorporated, nor shall they conflict with this Constitution.

ARTICLE VIII – FINANCIAL AND ACCOUNTING

SECTION 1 – Authority

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

SECTION 2 – Contributions

The Board of Directors 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 favouritism 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 the Local League 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 cheque, or other auditable method, such as e-transfers. All cheques shall be signed by the Local League Treasurer and other person or persons as the Board of Directors shall determine. All disbursements by cheque must have, at a minimum, dual signatures. Valid cheque signatories must not reside in the same household.

SECTION 5 - Disbursements

Disbursements greater than \$500 require the majority approval of the Board of Directors (i.e. >50% of Directors), unless under a category previously and explicitly approved up to a maximum as a budgetary item for the Local League season. Disbursements of \$500 or less require the approval of the President and Treasurer.

SECTION 6 – Compensation

No Director, Executive, or Member of the Local League shall receive, directly or indirectly, any salary, compensation or emolument from the Local League for services rendered as Director, Executive, or Member.

SECTION 7 – Deposits

All moneys received, including Auxiliary Funds, shall be deposited to the credit of the Local League bank account.

SECTION 8 – Fiscal year

The fiscal year end of the Local League shall be September 30.

SECTION 9 – Distribution of Property upon Dissolution

Upon dissolution of the Local League and after all outstanding debts and claims have been satisfied, the Members shall direct the remaining property of the Local League to another entity which maintains the same objectives as set forth in Article II of this Constitution.

ARTICLE IX – INSURANCE

The Board of Directors shall, at all times, obtain and maintain appropriate insurance coverage so as to protect and indemnify players and volunteers engaged in activities on behalf of the Local League from such liabilities reasonably arising therefrom.

ARTICLE X – AMENDMENTS

This Constitution may be amended, repealed, or altered in whole or in part by a two-thirds majority vote at any duly organized General Membership Meeting provided a minimum of thirty (30) days notice posted clearly on the leagues website and via e-mail to all members based on the league database of Registration. All proposed changes shall be included in the notice of such meeting.

This Constitution was approved by the Little League Membership on October 4, 2018. Amended on: December 7, 2025

President's Name (Print) Robin Harding

President's Signature original signed by Robin Harding Date: December 7, 2025

Little League ID Number: 557-01-03

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.