

Constitution
FOR
ROOSEVELT COUNTY, NM

The name of the league shall be:

ROOSEVELT COUNTY LITTLE LEAGUE

Portales, NM

The objective of Roosevelt County 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.

To achieve this objective the organization will provide a supervised program under the Rules and Regulations of Little League Baseball, Inc. All Directors, Officers and members shall bear in mind that the attainment of exceptional athletic skill or the winning of games is secondary, and molding of future citizens is of leading importance.

The By-Laws of Roosevelt County Little League (RCLL) are developed, maintained and approved annually by the Roosevelt County Little League (BOD). None of the local rules at Roosevelt County Little League conflict with Little League Rules, Regulations or Policies. Most rules governing the game are not stated here, as they are already stated in the Little League Rule Book. This document should be considered a supplement to the Little League Rules, not a replacement. The 2025 edition of the Little League Rule Book should be consulted as necessary.

Because each local Little League board of directors should have authority to change these types of procedures, they require only board consent, without the general membership's approval. No part of the bylaws, local rules or ground rules can conflict with or supersede any Little League rule, regulation or policy.

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MEMBERSHIP

A. **ELIGIBILITY**- Any person interested in active participation to affect the objective of this local league may apply to become a member.

B. **CLASSES** – There shall be the following classes:

1. **PLAYER MEMBERS**-Any player candidate meeting the requirements of the current Little League International Operation's Manual and who resides within the authorized boundaries of this league shall be eligible to compete for participation but shall have no rights, duties, or obligations in the management or the property of this league.

2. **REGULAR MEMBERS**-Any person actively interested in furthering the objective of the League may become a regular member upon election as hereinafter provided. The secretary shall maintain the role of membership to qualify voting members. All board officers, board members, committee members, coaches, asst. coaches, volunteer umpires and other elected or appointed officials must be active regular members in good standing.

3. **HONORARY MEMBERS**-Any person may be elected as Honorary Member by the unanimous vote of all Directors present at any duly held meeting of the Board of Directors but shall have no rights, duties or obligations in the management of the property of the league.

4. As used herein, the word member shall mean regular member unless otherwise stated.

C. **OTHER AFFILIATIONS**-No officer or board member of a Little League and no District Administrator or other representative of a group of Little Leagues shall, at the same time, hold office or be a member of the Board of any other youth baseball league or function as an official or representative of such a program.

D. **SUSPENSION OR TERMINATION**-Membership may be terminated by resignation or action of the Board of Directors.

1. The Board of Directors, 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 the Local League and/or Little League Baseball. All board members and 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.

2. The Board of Directors shall, in the case of a Player Member, give notice to the Head Coach of the team of the Player Member, the Player Agent and the Player Member's parents or guardians. The Player Agent shall appear, in the capacity of an adviser, with the player and his parents or guardians before the Roosevelt County Little League Board of Directors, which shall have full power to suspend or revoke such player's right to future participation by the approval of the Board.

MEETINGS

A. **ANNUAL MEETINGS**-The annual meeting of this organization shall be held on the third weekend of October in each year for the purpose of electing officers, and for the transaction of such business as may properly come before the meeting.

B. **SPECIAL MEETINGS**- Special meetings of the members may be called by the Board of Directors or the secretary or by the President at their discretion. Upon written request of three (3) members, the President shall call a meeting to consider a specific subject. No business other than that specified for the meeting shall be transacted at any special meeting.

C. **QUORUM**-The presence in person or by proxy of a majority of the members shall be necessary to constitute a quorum.

D. **VOTING**-Only Board Members shall be entitled to vote at any meeting of this organization.

E. **PROXIES**-Each Board Member shall be entitled to one (1) vote in person or by proxy. All proxies must be in written form and may be withdrawn at any time. The written proxy vote must be submitted prior or at the start of the meeting. A Board Member present at the meeting can only carry one proxy vote for an absent Board Member.

F. **MANDATORY MEETING**- It is mandatory that each team be represented at the annual Coaches meeting as called by the President.

G. **RULES OF ORDER-ROBERT'S RULES OF ORDER** shall govern the proceedings of all meetings, except where same conflicts with the By-Laws of this League.

H. All members in good standing may attend the board meetings.

Local Rules

RCLL local rules found in the by-laws are in addition to regular Little League rules to reflect the playing rules, conduct, safety conditions, special field conditions, All-Star selection and other league management issues. If a situation is not discussed herein, it shall be consistent with the Little League Regulations and Rules.

Divisions

RCLL offers the following baseball and softball divisions. The number of teams/divisions is subject to change due to the number of registered players. **There are circumstances where younger players may play up or older players may play down with the approval of the Board of Directors.**

Baseball

Tee Ball Division: operates as a program for 4 through 5 year old boys and girls under Little League Tee Ball Rules and Regulations.

Coach Pitch Division: operates as a program for 6 through 8 year old boys and girls under Little League Minors League Baseball Rules and Regulations.

Minors Division: operates as a minor league program for 9 through 10 year old boys and girls under Little League Baseball Rules and Regulations.

Majors Division: operates as a major league program for 11 through 12 year old boys and girls under Little League Baseball Rules and Regulations.

Juniors Division: operates as a program for 13 through 14 year old boys and girls under Little League Baseball Rules and Regulations.

Seniors Division: operates as a program for 15 through 16 year old boys and girls under Little League Baseball Rules and Regulations.

Softball

Coach Pitch Division: operates as a program for 6 through 8 year old girls under Little League Minor League Softball Rules and Regulations.

Minors Division: operates as a minor league program for 9 through 10 year old old girls under Little League Softball Rules and Regulations.

Majors Division: operates as a major league program for 11 through 12 year old girls under Little League Softball Rules and Regulations.

Juniors Division: operates as a program for 13 and 14 year old girls under Little League Softball Rules and Regulations. 12 year old's may be eligible to play juniors at the discretion of the Board of Directors.

Sponsors

Team Sponsor donation cost for T-ball and Coach Pitch is \$250.00.

Team Sponsor donation cost for minor, major and intermediate division is \$300.00.

Sign donation costs are as follows: \$300.00 first time sponsor. \$200.00 additional years annually.

Head Coaches & Asst. Coaches

Head Coach & Asst. Coach positions are for one-year only. Having previously been a Coach in Roosevelt County Little League is not a guarantee of a managing position in any subsequent season.

1. Head Coaches & Asst. Coaches, as a condition of their appointment, shall affirm they have completed Abuse Awareness Training.
2. Head Coaches & Asst. Coaches, as a condition of their appointment, shall register as a volunteer on the RCLL website; as well as submit and pass a background check before the start of the season.
3. Head Coaches & Asst. Coaches shall be responsible for the conduct of themselves, their coaches and their players during league and team activities.
4. Head Coaches shall be responsible for picking up, accounting for and returning team equipment to the Roosevelt County Little League BOD.
5. Head Coaches may be billed for unreturned equipment at the discretion of the Board of Directors.
6. Head Coaches shall be responsible for obtaining practice schedules and game schedules from the League Representative for their division.
7. Head Coaches shall attend all RCLL coach's meetings.
8. Head Coaches & Asst. Coaches shall review and have a working knowledge of the Little League rules, RCLL By-Laws and District 2 Inter-League rules and must support and abide by these rules.
9. Head Coaches shall attend District 2 Inter-League meetings if they have a team that will play Interleague games.
10. Head Coaches & Asst. Coaches must never leave a practice or game unless all players have suitable transportation home. No child shall be left unattended. A Coach shall remain at the practice field until every player has been picked up by his or her guardian.
11. Head Coaches are responsible for obtaining a team sponsor. Sponsor fee should be submitted to RCLL Treasurer. If a coach does not supply the sponsor fee they will not be considered for a Coach position in any succeeding years until the original fee is paid.

12. Coaches are not allowed to cancel or reschedule games. RCLL Board Members are the only authorized personnel that can cancel games. The League President and or league Vice-President will notify District 2 and coaches if inter-league games are canceled.
13. Head Coaches shall keep completed copies of all players' medical releases at all practices and games.
14. Head Coaches at upper divisions (minor, major and Junior/Senior) shall maintain a pitch count record log book. The pitch count binder is to be handed into the box prior to the start of each game.
15. Head Coaches & Asst. Coaches shall attend field day before the start of the season.
16. Head Coaches & Asst. Coaches shall support RCLL in maintenance of facilities.
17. A Head Coach or Asst. Coach can be removed from their duties for reasons such as the board deems necessary. Coach behavior should be beyond reproach at all times.
18. If a Head Coach resigns or is removed, the Board of Directors shall select another Head Coach for the team if an Asst. Coach is not willing or available to assume the Head Coach's duties.
19. Coaches, as a condition of their appointment, shall affirm they have received concussion awareness certification pursuant to Jenna's Law, 2013 SB 721, as administered by the league Safety Officer. RCLL requires that coaches take the online concussion training every two years. The training can be completed at <https://www.cdc.gov/headsup/youthsports/training/index.html> and submitted to the RCLL Safety Officer.
20. If a Head Coach is absent temporarily, an Asst. Coach will fulfill the Head Coach's duties.
21. All Head Coaches & Asst. Coaches shall be identified to the opposing Head Coach and plate Umpire before beginning each game.
22. A Head Coach or Asst. Coach can be removed from their duties for reasons such as the board deems necessary.

Coach Discipline

Failure to follow Little League rules and/or Roosevelt County Little League Bylaws and/or failure to manage/coach in the spirit of Little League may result in a reprimand, suspension or dismissal by the RCLL Board of Directors via the "Two Strikes Rule" as follows:

Crowd Control and Unsportsmanlike Conduct – Two Strikes Rule

A. Team/Fan Suspension from Activities for Unsportsmanlike Conduct

- a. Any time an egregious act of unsportsmanlike conduct by a team participant, including a coach, occurs two or more times during the same season, the person will be suspended for the remainder of the season.
- b. Any time an egregious act of unsportsmanlike conduct by a non-team participant occurs two or more times during the same season, the person will be banned from attending any activities for the remainder of the season.
- c. Unsportsmanlike conduct is defined as non-compliance with Little League Rules and Policies. Examples of egregious unsportsmanlike conduct by participants, coaches, or spectators include but are not limited to: fans entering the playing field to engage in acts of violence or abuse, constant verbal attacks on officials, attacking other fan or coaches, physically or verbally attacking officials, players fighting other players during or after game play, or spectators verbally chanting inappropriate or demeaning comments towards individuals, teams, or officials.

- d. **The player, coach, or spectator will be given a written warning after the first incident and will be given a second written notice after the second incident and asked to not return to the facilities for the remainder of the season.**

Any league member with a complaint about any coach, asst. coach, umpire or league official may make the complaint in writing to the BOD within 24 hours to rcllportales@yahoo.com. RCLL Board of Directors will determine appropriate action to be made.

Umpires

1. Umpires shall be volunteers and will be required to attend at least one umpire training provided by RCLL annually.
2. Umpires shall be responsible for the conduct of the game in accordance with Little League's Official Regulations and Playing Rules. (LL Rules, 9.01(a))
3. Umpires are representatives of RCLL and of Little League International and are authorized and required to enforce all regulations and playing rules. (LL Rules, 9.01(b))
4. Umpires have authority to order a player, coach or league officer to do or refrain from doing anything which affects the administering of the regulations and playing rules and to enforce the prescribed penalties. (LL Rules, 9.01(b))
5. Umpires have the authority to rule on any point not specifically covered in the Little League Official Regulations and Playing Rules or RCLL's Playing Rules. (LL Rules, 9.01(c))
6. Umpires shall caution, warn or disqualify, as they deem appropriate, any player, coach, or spectator for objecting to any decision or for unsportsmanlike conduct or inappropriate language and has authority to eject any such disqualified person from the playing field. (LL Rules, 9.01(d), (e))
7. Umpires shall report any rule violation and other incident worthy of comment within 24 hours. (LL Rules, 9.05(a)-(b))
8. Umpires shall warn or disqualify, with or without a warning, any player for any conduct which presents a safety hazard. This includes, among other things, losing control of or intentionally throwing bats or helmets. Umpires shall have discretion to assess the penalty deemed appropriate given the circumstances.
9. Umpires will immediately notify the RCLL BOD if any coach, player or spectator is ejected from a game in writing within 24 hours. (LL Rules, 9.05(a)-(b))
10. The Umpire in Chief will establish an emergency policy in the case of a scheduled umpire not showing up for a game.
11. A minimum of two umpires is recommended for all upper division games.
12. Umpires should be dressed appropriately. The plate umpire must wear a mask, shin guards and chest protector. Male umpires must wear a protective cup. It is highly recommended that plate umpires attach a dangling type throat protector to their mask. (LL Rules, 9.01(a))
13. It's expected that many players will not always know or understand the rules. When situations arise rules should be enforced. Use the situation as a learning opportunity.
14. Umpires, as a condition of their service in that capacity, shall affirm they have received concussion awareness certification pursuant to Jenna's Law, 2013 SB 721.

Players

1. All players must be able to present proof of age and residency in accordance with Little League Rules and Regulations when required (ie: All Star Tournaments).
2. All players wishing to play in a division that requires a draft (Minors and above) must attend at least 50% of the tryouts for that division.

3. Players should wear a complete uniform, including a hat, at all games. For softball players, a hat or visor is optional when playing defense.
4. Players will wear uniforms as issued by RCLL, including pants and socks when issued.
5. Uniforms will be clean and presentable at all games

Player Discipline

1. Any league member with a complaint about any player, may make the complaint to a member of the Board of Directors.
2. Upon receiving a complaint, the Board member shall forward it within 24 hours to the Board of Directors, who will investigate the complaint as soon as possible.
3. A Head Coach (or asst. coach in the head coach's absence), may limit a player's playing time for disciplinary reasons such as improper conduct in accordance with the Little League Official Regulations and Playing Rules. If a player is benched for an entire game, the head coach must notify the opposing head coach, the umpire and scorekeepers before the game begins, or immediately following the conduct if it occurs after the game begins.
4. A Head Coach (or asst. coach in the head coach's absence), must report any disciplinary action enforced against a player to the Player Agent, who will record the action and report it to the Board of Directors.

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- c. **Unsportsmanlike conduct is defined as non-compliance with Little League Rules and Policies. Examples of egregious unsportsmanlike conduct by participants, coaches, or spectators include but are not limited to: fans entering the playing field to engage in acts of violence or abuse, constant verbal attacks on officials, attacking other fan or coaches, physically or verbally attacking officials, players fighting other players during or after game play, or spectators verbally chanting inappropriate or demeaning comments towards individuals, teams, or officials.**
- d. **The player, coach, or spectator will be given a written warning after the first incident and will be given a second written notice after the second incident and asked to not return to the facilities for the remainder of the season.**

Practice

1. Practice fields usage will be distributed equitably to all teams based upon the appropriate field for level of play.
2. Head Coach will be scheduled practice locations, dates and times. The division director will notify each head coach of their scheduled practice time.

3. After every practice, coaches will perform all appropriate field maintenance, including cleaning out the dugout, picking up garbage, raking the infield, and securing equipment.
4. Scheduled league games have priority over any practice.

Game Schedules

RCLL will publish a schedule of all games on its website, www.rcllportales.com

Game Conduct

1. The Official Little League Rules and Regulations for Baseball Divisions and RCLL's Local Playing Rules shall apply to all games.
2. BOTH teams are responsible for ensuring the field is ready for play before the start of the game (bases placed, chalk lines chalked, helmets out, tee/pitching machine out if needed, ect.).
3. All players, including any player catching for a pitcher, must wear appropriate safety equipment at all times before, during or after a game.
4. Actions of the players, coaches, umpires, parents, scorekeepers and spectators must be above reproach. All adults and participants are encouraged to give positive encouragement only. Any foul language, unsportsmanlike conduct, or attempts to distract or discourage other players will be subject to sanctions (RCLL Two Strikes Rule) at the discretion of a present board member or at the umpire's discretion.
5. A timeout shall be allowed only at the umpire's discretion. No coach shall enter the playing field before the umpire calls a timeout.
6. Game Lineup from both teams must be turned into the scorekeepers table 15 minutes prior to game start time.

Fields

1. Before the start of each game, both teams are responsible for working with the field coordinator to insure that the field is ready for play. The pitcher's mound and the batter's box must be raked to fill in holes and all the lines must be re-raked.
2. BOTH teams will be responsible for post-game field dragging, raking and general field cleanup.
3. The HOME team will occupy the third base dugout.
4. The HOME team will provide one adult to keep the official score book. The VISITING team will provide one adult to keep the official pitch count.
5. If the field is not playable at the first scheduled game of the day, but is ready for the next scheduled game time, the first game will be rescheduled, and the next game will be played as scheduled.
6. If the coaches of both teams disagree on a field's playability before beginning a game, the umpire is responsible for determining if a field is safe for play.
7. During Inter-League play the RCLL Home Team is responsible for the pre and post-game field dragging, raking and general field cleanup.
8. It is the responsibility of the coaches to ensure that dugouts are cleaned after each game.
9. Guests are NOT allowed in the dugout area or on the field during games.

Player Selection

Minor, Major, Junior, and Senior league players will all be drafted to teams. **There will be no requests to be placed on certain teams.**

Tryouts

1. ALL players in ALL divisions of play will attend try-outs. Coaches' children must also try out as they must be drafted.
2. Head Coaches will rank all players in their division in five (5) different categories: throwing, fielding ground balls, catching fly balls, hitting/bunting and running.
3. Players that do not attend try-outs will be put on the "blind board" for draft.
4. RCLL does not conduct try-outs for tee-ball and coach pitch.

Season Draft

ROOSEVELT COUNTY LITTLE LEAGUE
YEARLY REDRAFT RULES
MINORS- MAJORS- INTERMEDIATE-JUNIORS-SENIORS

ALL baseball and softball teams in ALL divisions of play will be redrafted yearly. There will be no returners to any team.

1. **Player Identity**
 - a. All players will be identified by number.
 - i. Under no circumstances will a player's identity be revealed until the conclusion of the draft.
2. **Coaches**
 - a. Each team will be allowed the option of selecting three coaches. (Head Coach/2 Asst. Coaches)
3. **Draft Order**
 - a. Draft order will remain the same for all rounds of the draft – NO SERPENTINE.
 - b. A lottery will determine draft order.
 - c. The blind board is open in all rounds.
 - d. Each team will be represented in the draft by a Coach. Only 1 team representative will be allowed in the draft room. No exceptions.
 - e. Coach's children must be taken in the earliest round possible or they become live to all other coaches.
4. **Options**
 - a. The only options that will be allowed are the coach's children. All options must be announced before the draft.
 - b. Coaches' children/siblings – Coach's children/siblings must be drafted in consecutive rounds.
 - c. Siblings – Siblings in the draft must be selected in consecutive order unless parents request to be on different teams in which case both siblings are live in all rounds.
 - i. If a draft pick has a sibling on the "blind board", that sibling will automatically become that team's next round pick.
 - d. No other options will be considered.
 - i. Transportation hardships will not be considered.
5. **Trades**
 - a. All trades must occur before leaving the draft room.

All-Star Selection

All Star Teams will be filled by All Star age divisions and will be filled at the discretion of the Board of Directors.

The process for selecting All-Star teams will involve a few steps: 1) Players and coaches in each division will vote for the players in their division that they feel deserve to be All-Star selections. 2) The All-Star Committee will count votes and approve All-Star Rosters.

1. The following baseball divisions may each have one (1) All Star team in each division: Minors, Majors, Junior, and Senior.
2. The following softball divisions may each have one (1) All Star team in each division: Minors, Majors, Juniors.
3. The All-Star Coaches shall be voted on by the BOD Members of that division with everyone getting one (1) vote. If there is a tie as a result of the vote, the League President shall cast the deciding vote. Regular season standings shall have no bearing on All-Star coaching selections.
4. For Players to be considered for the All Stars, they must be eligible and available for the duration of the Tournament.
5. The following sequence shall be used to determine the All-Star Players:
 - a. The Players within the division will cast ballot votes to select 9 of the All-Star Players.
 - b. The players who receive the majority of votes shall be selected.
 - c. Coaches or Parents may not assist in the vote. Player voting is an independent and anonymous activity which is conducted on the field. Players may vote for themselves and must vote only once per Candidate.
 - d. The league president will form an All-Star Committee to count and verify ballots.
 - e. Votes for All Star Players will be counted by the appointed All-Star Committee. Vote totals will be certified by signature of those who counted them and turned over to the League President.
 - f. The BOD will contact the All-Star coach with the list of players that received the votes.
 - g. The All-Star Head Coach will contact players to verify availability throughout tournament play.
 - h. The All-Star Head Coach and the All-Star Committee will work to fill the All-Star Roster as necessary.
6. All-Star selection will be announced after June 1st.

All-Star Uniforms

1. RCLL will provide hats (baseball) or visors (softball) to all-star players for district play. Players will wear their regular season jerseys for district play.
 - a. Teams who win district and advance to Sectional or State play will be provided an All Star jersey from RCLL. No fundraising is allowed prior to district play.
2. All Star Teams advancing to sectional or state play must raise funds to provide meals and lodging expenses. These funds must be turned in to RCLL daily for accounting. All monies collected in the name of Little League MUST be handed in to the RCLL Board. Each team advancing beyond district play will be given a fundraising goal. Once that goal has been reached no more money may be raised for that team. Money raised will be used for lodging and food for team coaches and players. After the team is eliminated from tournament play, all players and coaches must return home the following day. Players and coaches choosing to stay after elimination will do so at their own expense. All funds remaining after the team is eliminated from play, MUST be returned to RCLL. Remaining funds will be earmarked for that age group should they return to state level play in

the future. Once that group of kids age out of the program, the remaining funds will be added to the general fund. RCLL does not provide funds for food or lodging to any player or coach.

- a. Hotel reservations WILL be made by RCLL when teams are staying together as a team.
 - i. When teams lodge together, players will be allowed \$20 per day for meals. Daily allowance may be adjusted to account for cost. Funds for these meals will be handled by the Head Coach. Receipts must be saved and returned with leftover money. All money spent must be accounted for by receipt.
- b. If the team chooses, funds raised may be divided up equally with each player receiving a share daily while attending the tournament. Money will be dispersed to parents each morning that the team is still playing in the tournament by the Head Coach or RCLL Board Member (if a board member travels with the team). Parents must sign for this money acknowledging receipt. Players will stay with their parents in a hotel of their choice and be fed daily by their parents if the team chooses this option. THIS OPTION WAS ADDED AS A METHOD TO HELP FAMILIES ATTEND THE TOURNAMENT WHO MAY OTHERWISE NOT BE ABLE TO SHARE THIS OPPORTUNITY WITH THEIR PLAYER. (7/11/2016).

TEAMS MUST CHOOSE THE OPTION LISTED IN A. OR B. No combinations of these options may be used.

League Insurance

1. RCLL shall obtain Accident Insurance for all players, coaches and umpires. (LL Rules, I(c)(7)(A))
2. RCLL shall obtain General Liability Insurance for the league including its volunteers. (LL Rules, I(c)(7)(B))
3. RCLL shall obtain Property Insurance covering all RCLL activities.
4. Insurance may be purchased through Little League Baseball, Incorporated. (LL Rules, I(c)(7))

Roles and Responsibilities

President

1. The President has overall responsibility for the administration of RCLL.
2. The President is elected by, and is accountable to, RCLL's Board of Directors and NM District 2 President.
3. The President's duties are described within the limits of the rules and regulations, and within RCLL's constitution, giving the President the ability to oversee the affairs of all elements of RCLL.
4. The President is the officer with whom Little League International maintains contact.
5. The President represents the league in the District organization.
6. The President presides at league meetings and assumes full responsibility for the operation of the local league.
7. The President receives all mail, supplies and other communications from the Little League Headquarters.
8. The President may manage, coach or umpire, provided he/she does not serve on the protest committee. The President may, with District Administrators approval, serve as tournament team coach.

Associate President

1. Responsible for and oversees all aspects of RCLL.
2. In the absence of the President, assumes all the President's responsibilities.
3. Works with other officers and committee members and is ex-officio member of all committees.
4. The Associate President may manage, coach or umpire, provided they do not serve on the protest committee.

Baseball Vice President

1. Responsible for and oversees all aspects of RCLL's baseball program.
2. In the absence of the President, assumes all the President's responsibilities for baseball.
3. Works with other officers and committee members and is ex-officio member of all committees.
4. The Vice President may manage, coach or umpire, provided they do not serve on the protest committee.

Softball Vice President

1. Responsible for and oversees all aspects of RCLL's softball program.
2. In the absence of the President, assumes all the President's responsibilities for softball.
3. Works with other officers and committee members and is ex-officio member of all committees.
4. The Vice President may manage, coach or umpire, provided they do not serve on the protest committee.

Baseball Secretary---Shall be combined

1. Maintains a register of members and directors.
2. Records the minutes of Board meetings and disperses to all active members.
3. Send out notice of Board meetings.
4. Maintains a record of RCLL's significant activities.
5. Keeps copies of all volunteer applications.
6. Assists the president to ensure that background checks are being ran on each baseball volunteer, including board members, coaches and umpires.

Softball Secretary---Shall be combined

1. Maintains a register of members and directors.
2. Records the minutes of Board meetings and disperses to all active members.
3. Send out notice of Board meetings.
4. Maintains a record of RCLL's significant activities.
5. Keeps copies of all volunteer applications.
6. Assists the president to ensure that background checks are being run on each baseball volunteer, including board members, coaches and umpires.

Co-Treasurers

1. Ensures all checks are signed by both treasurers after approval of the board.
2. Dispenses league funds as approved by the Board of Directors.
3. Reports monthly on the status of league funds, including bills outstanding, bills paid and income and expenses.
4. Keeps local league books and financial records.
5. Overseeing the preparation and filing of required federal and state tax returns.
6. Make financial reports available at all Board and General meetings.
7. Prepares season budgets.
8. Maintains oversight of all local league finances.
9. Collects and deposits all league funds.
10. Will be the only officers with access to league accounts.

Baseball Player Agent

1. Manages the registration process.
2. Assists the President in checking birth records and eligibility of players.
3. Organizes and supervises annual tryouts.
4. Manages player draft selection.
5. Generally, supervises and coordinates the transfer of players to or from the Minor Leagues according to provisions of the regulations of Little League Baseball.

6. The Player Agent must not manage, coach or umpire in the division over which he/she has authority.
7. Manages tournament play paperwork requirements per Little League regulations.
8. Assist and discuss with the division director when a player is needed to fill a team.

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2. Assists the President in checking birth records and eligibility of players.
3. Organizes and supervises annual tryouts.
4. Manages player draft selection.
5. Generally, supervises and coordinates the transfer of players to or from the Minor Leagues according to provisions of the regulations of Little League Baseball.
6. The Player Agent must not manage, coach or umpire in the division over which he/she has authority.
7. Manages tournament play paperwork requirements per Little League regulations.
8. Assist and discuss with the division director when a player is needed to fill a team.

Baseball Safety Officer—May be combined

1. Coordinates all safety activities.
2. Supervises the ASAP program (A Safety Awareness Program)
3. Ensures safety in player training.
4. Ensures safe playing conditions.
5. Coordinates reporting and prevention of injuries.
6. Ensures that all volunteers (RCLL BOD, coaches, and umpires) complete a “Little League Official Volunteer Application” and reports results of background checks to the President.
7. Solicits suggestions for making conditions safer.
8. Reports suggestions to Little League International through the ASAP system.
9. Ensures safety kits are available at each field.
10. Works with the secretary and president to ensure that baseball Background checks are complete.

Softball Safety Officer---May be combined

1. Coordinates all safety activities.
2. Supervises the ASAP program (A Safety Awareness Program)
3. Ensures safety in player training.
4. Ensures safe playing conditions.
5. Coordinates reporting and prevention of injuries.
6. Ensures that all volunteers complete a “Little League Official Volunteer Application” and reports results of background checks to the President.
7. Solicits suggestions for making conditions safer.
8. Reports suggestions to Little League International through the ASAP system.
9. Ensures safety kits are available at each field.
10. Works with the secretary and president to ensure that softball Background checks are complete.

Baseball Coaching Coordinator

1. Recruits coaches for all divisions.
2. Represents coaches in RCLL.
3. Helps implement www.LittleLeagueCoach.org as the coach education program for RCLL.
4. Ensures that league news and scores are updated on a regular basis.
5. Supplies all teams with respective Official Regulations and Playing Rules.
6. Schedules umpires or provides support to managers in scheduling umpires, as appropriate.

7. Assist Baseball VP as necessary.

Softball Coaching Coordinator

1. Recruits coaches for all divisions.
2. Represents coaches in RCLL.
3. Helps implement www.LittleLeagueCoach.org as the coach education program for RCLL.
4. Ensures that league news and scores are updated on a regular basis on the league website.
5. Supplies all teams with respective Official Regulations and Playing Rules.
6. Schedules umpires or provides support to managers in scheduling umpires, as appropriate.
7. Assist Softball VP as necessary.

Baseball Concessions Manager—position removed from board by vote June 2019

1. Maintains the operation of concession facilities
2. Purchases concession products
3. Responsible for the management of the concession sales at league events
4. Schedules volunteers to work the concession booth during league events
5. Collects and reviews concession related offers including coupons, discounts and bulk-purchasing opportunities
6. Organizes, tallies and keeps records of concession sales and purchases. Reports to treasurer and president.

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Sponsorship/Fundraising Coordinator (if applicable)

1. Solicits and secures local sponsorships to support league operations
2. Collects and reviews sponsorship and fundraising opportunities
3. Organizes and implements approved league fundraising activities
4. Coordinates participation in fundraising activities
5. Maintains records of monies secured through sponsorship and fundraising initiatives

Umpire in Chief (UIC) (if applicable)

1. Recruits umpires
2. Coordinates umpire training.
3. Schedules umpires or provides support to managers in scheduling umpires, as appropriate.

Baseball Information Officer (if applicable)

1. Manages the RCLL's official home page.
2. Collects, posts and distributes important information on League activities including direct dissemination of fund-raising and sponsor activities to Little League International, district, public, league members and media.
3. Serves as primary contact person for Little League regarding optimizing use of the Internet for league administration and for distributing information to league members and to Little League International.

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Uniform Manager (if applicable)

1. Purchases all uniforms as directed by the Board of Directors.

Field Coordinator (if applicable)

1. Oversees all aspects of RCLL's playing fields.
2. Coordinates maintenance of playing fields.

Equipment Manager (if applicable)

1. Purchases and supplies all necessary equipment as directed by the Board of Directors.
2. Provides an emergency supply of baseballs and softballs in the concessions stand or storage lockers.
3. Maintains sign-in and sign-out records for equipment box keys and team playing equipment.

Division Directors

1. Responsible for and oversee all aspects of their respective divisions.
2. Act as a liaison between the division and the Vice Presidents of Baseball and Softball.
3. Division Representatives include the following positions:
 - Tee Ball
 - Coach Pitch Baseball
 - Minors Baseball
 - Majors Baseball
 - Juniors Baseball
 - Seniors Baseball

 - Coach Pitch Softball
 - Minors Softball
 - Majors Softball
 - Juniors Softball