



Arizona District 5 Little League

General Board Member Training

January 9th 2020



Little League

Article II

- The objective of the local 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 grow to be good, decent, healthy and trustworthy citizens*



Agenda

- **General Board Members Training**
 - Role of Governing Board Member
 - League Structure
 - League Require Officers
 - Expected Commitment for a Board Member
 - League Operations
 - Data Center
 - Little League Website / Training
- **Questions**



Role of Board Member

- Board of Director Authority
 - The management of the property and affairs of the Local League shall be vested in the BoD



Role of Board Member

- **Duties and Powers:**

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



League Structure

- League Constitution
 - Each league is governed by its Leagues approved constitution.
- Annual Requirements
 - Annual Financial Repot
 - Cooperation Commission
 - File Taxes with IRS
 - Apply for 501(C)3 status with Little League
- Annual Membership Meeting
 - Each league must hold a yearly membership meeting.
 - The following is to be covered:
 - Annual Finical Report, Annual State of the League Address, Selection of number of Board Members, Election of Board Members, and voting on new constitution revisions



Required Officers

- Required Board of Directors Offices
 - President
 - Vice President
 - Secretary
 - Treasurer
 - Player Agent
 - Safety Officer
 - Coaching Coordinator
- Recommended officers
 - Information Officer
 - Concession Manager
 - Sponsorship Manager
 - Umpire-in-Chief



Required Officers

Role of the President:

Summary:

- Apart from all other considerations, sound leadership, couched in knowledge, experience and common sense, is the greatest requirement and most exemplary qualification of the man or woman selected as president of a Little League
- Leadership is the main attribute
- Selects all Managers, Coaches, Umpires, and committees
- Main contact for the league for international and district
- Strong leader in community and advocating for LL
- Presides at league meetings, and assume full responsibility of league operations



Required Officers

Role of the Vice President:

Summary:

- Presides in absence of the president
- Works with other officers and committee member
- An ex-officio member of all committees



Required Officers

Role of the Secretary:

Summary:

- Maintains register of members and directors
- Records minutes of meetings
- Issues meeting invitations
- Manages league membership rolls



Required Officers

Role of the Treasurer:

Summary:

- Prepares budgets and assumes the responsibility for all local leagues finances
- Develop Annual report for league
- Signs check co-signed by another officer or director
- Dispenses league funds as approved by the board of directors
- Reports on the status of the leagues funds
- Keeps local leagues books and financial records



Required Officers

Role of the Player Agent:

Summary:

- Conducts Annual Tryouts
- In charge of player selection
- Assists the president in checking birth records and eligibility of players
- Generally Supervises and coordinates the transfer of players to or from the Minor Leagues according to precisions of the Little League Baseball and Softball
- The player agent must not manage, coach or umpire in the division over which he/she has authority, unless the local league has received written permission.
- Separate player agents may also be selected to oversee individual division within the league



Required Officers

Role of the Safety Officer:

Summary:

- Coordinates all safety activities for league
- Prepares and submits the ASAP plan to LLI
- Ensures Safety in all league activates and events



Required Officers

Role of the Coaching Coordinator:

Summary:

- Coordinates all coaches within the league
- The main voice for coaches and managers to the BoD



Expectations for Board Members

- Leadership
 - Each board member is expected to be a leader in the Little League Community
 - In addition board members must be leaders within their leagues and community to ensure positive league operations
- Affiliation
 - Each board member is expected to promote the Little League Program and no other program during their tenure
- Commitment
 - Board Members are expected to participate in daily operations of the local league.
 - Board members are also expected to participate in league activities to ensure a smooth operation



League Operations

- Board of Directors sets League Operations
 - League operations run October 1st till September 30th
 - Set annual calendar at first meeting in October.



League Operations

Recommended Dates:

- September
 - Hold Annual Membership Meeting
 - Elect BoD and elect officers
- October
 - Establish registration dates
 - Establish registration costs
 - Establish dates for tryouts
 - Establish dates for draft
 - Establish dates for opening day
 - Establish dates for clinics and trainings
- November
 - Review constitution – draft changes for next annual meeting
- December
 - Apply for new years charter
 - Apply for general liability insurance
- January and February
 - Oversee establish dates and plans
 - Check on registration numbers
 - Interview and appoint coaches
 - Run background checks
- March, April, and May:
 - Oversee season operations
 - Start planning and registration for Fall Ball Programs
 - Finalize all All-Star Selection processes.
- June
 - Select and Announce All-Star Teams



League Operations

- Ensure presence at League events
 - Board should be present at all events to ensure proper management
- Engagement
 - Board should engage with members and players to ensure value of the program
 - Board should do at least monthly checkups on satisfaction from its leagues stakeholders
 - Board should be responsive to its membership and members
- Remember YOU make the league run well!
Make sure every player has the best experience possible!



Little League DataCenter

- Live Look at the DataCenter



Little League Website

- Live Look at the Little League Websited



Issues?

- If you have any questions during the season don't hesitate to ask for help!
 - The Regional and District staffs are here for you
 - Don't hesitate to contact Carl at azd5da@cox.net or your leagues liaison with any questions



Questions

Questions?

Thank you for Attending and your Dedication
to Little League

Training information will be posted to the
District 5 Website

www.azdistrict5.org