

POCKET LITTLE LEAGUE BYLAWS & LOCAL RULES

Revised October 2014

ARTICLE I – POCKET LITTLE LEAGUE (PLL)

Section 1 - Formation of the League

As designated by Little League, Inc., a league named Pocket Little League (“PLL”) is hereby established (League id# 4050721) to conduct a baseball program in the Greenhaven/Pocket area.

Section 2 - League Information

Mailing Address: P.O. Box 22724, Sacramento, 95822

Section 3 - Geographical Area

Please see attachment #1.

ARTICLE II – MEMBERS OF THE BOARD OF DIRECTORS

Section 1 - Officers

In addition to the officers set forth in Article VII of the Constitution (President, Vice-Presidents, Secretary, Treasurer), additional voting positions on the Board of Directors shall include all Board members as listed in Article III of these bylaws. All voting member’s attendance will be monitored and may be called into question by the President if there is a reasonable belief normal League business is being negatively affected. As a result, the President may ask for the removal of the deficient member’s right to vote, or the removal of the deficient member from the BOD by the voting members.

Section 2 - Additional Officers and Agents

The President may appoint, with the approval of the BOD, such other officers, and agents, and Committees as may be appropriate for the needs of the league.

ARTICLE III – OFFICERS, CHAIRS & COMMITTEES

Section 1 - Duties and Responsibilities of Officers and Chairs

President - presides over all PLL meetings and represents PLL at district meetings. He/She shall conduct the affairs of the Local League and execute the policies established by the BOD; provide leadership and ensure the members of the BOD perform their duties as prescribed in the bylaws, present a report of the condition of the Local League at the Annual Meeting; communicate to the BOD such matters as deemed appropriate, and make such of suggestions as may tend to promote the welfare of the Local League; 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; designate in writing other officers, 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 BOD; investigate complaints, irregularities and conditions detrimental to the Local League and report thereon to the

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BOD or Executive Committee as circumstances warrant; as well as prepare and submit an annual budget to the BOD and be responsible for the proper execution thereof. With the assistance of the VP of Ops, 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. The president shall have the authority to decide ordinary matters connected with PLL. This position shall not be held by a manager in the Major or AAA Minor divisions.

Treasurer - reports directly to the President. Duties include: performing such duties as are herein set forth and such other duties as are customarily incident to the Office of Treasurer or may be assigned by the Board; receive all monies and securities, and deposit same in a depository approved by the Board; keep records for the receipt and disbursement of all monies and securities of the Local League, including the Auxiliary; approve all payments from allotted funds and draw checks therefore in agreement with policies established in advance of such actions by the Board, (all disbursements by check must have dual signatures); prepare an annual budget, under the direction of the President, for submission to the Board at the Annual Meeting; prepare an annual financial report, under the direction of the President, for submission to the Membership and Board the Annual Meeting, and to Little League Headquarters; coordinates and receives all mail.

Secretary - reports directly to the President. Duties include: being responsible for recording the activities of the Local League and maintain appropriate files, mailing lists and necessary records; perform such duties as are herein specifically set forth, in addition to such other duties as are customarily incident to the Office of Secretary or as may be assigned by the Board; maintain a list of all Regular, Sustaining and Honorary Members, Directors and committee members and give notice of all meetings of the Local League, the BOD and Committees; issue membership cards to Regular Members, if approved by the Board; keep the minutes of the meetings of the Members, the BOD and the Executive Committee, and cause them to be recorded in a book kept for that purpose; 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; notify Members, Directors, Officers and committee members of their election or appointment. Coordinates the planning, setup and required background checks for PLL; coordinates the mandated background check review for PLL BOD members, parents, and volunteers based on Little League, Inc.'s Volunteer Eligibility regulation.

Umpire-in-Chief (UIC) - reports directly to the President. He/She shall coordinate (paid and volunteer) PLL umpires for Junior, Major, Minor, and T-Ball divisions. Provides schedules, calculates and monitors payment to all umpires; recruits umpires and provides training sessions with reference to Little League Baseball, Inc. and PLL playing rules; Distributes copies of playing rules and is responsible for the management, inventory, maintenance and distribution of umpire equipment; Establishes umpire performance standards and initiates changes, as needed; Provides input for local playing rules of PLL and assists with any umpiring problems, as needed and reports directly to the President.

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Head Groundskeeper - reports directly to the President. He/She ensures the condition and safety of all fields for play. This includes overseeing the landscaper as well as the Groundskeeper for each field and making sure that the fields are in good condition by mowing, watering and weeding as necessary, as well as being responsible for obtaining permits for all playing fields. Prior to the season, coordinates a crew for cleanup of the fields (i.e., may include cleanup, dugout preparation and obtaining field landscaping materials to maintain a level playing field and the condition of pitching mounds, alignment of diamond foul lines, fence lines and infields); Assists the VP of Ops with skill assessments by making sure fields are playable and setting up any necessary equipment. Also, ensures that the necessary field equipment/supplies are available to the manager/coaches for field prep for games.

Vice President (VP) – Baseball Operations/Player Agent - reports directly to the President. Presides over all PLL meetings and represents PLL at District 7 meetings in the absence of the President. Duties shall include: recording of all player transactions and maintaining an accurate and up-to-date record thereof; receive and review applications for player candidates and assist the President in verifying residence and age eligibility; conduct the skill assessments, the player draft and all other player transaction or selection meetings, including All-Stars; prepare the Player Agent's list; prepare for the President's signature and submission to Little League Headquarters, team rosters, including player's claimed, and the tournament team eligibility affidavit; notify Little League Headquarters of any subsequent player replacements or trades. They are also responsible for the ordering/distribution of all Little League Green Books for all managers, coaches and board members, Works with other officers and committee members as needed, as well as working with and/or supporting the Coaching Coordinator, Division Coordinators, Scheduler, and Equipment/Uniform Manager as needed. The Player Agent position may not be held by a manager, coach or umpire consistent with Little League rules.

Coach Coordinator/Safety Officer - reports to the VP of Operations. He/She shall represent coaches/managers in league, assist the VP of Ops with running skill assessments for the players, present a coach/manager training budget to the BOD; gain the support and funds necessary to implement a league-wide training program; order and distribute training materials to coaches and managers; coordinate mini clinics as necessary; serve as the contact person for Little League and its manager-coach education program for the league. Also, will be responsible to create awareness, through education and information, of the opportunities to provide a safer environment for youngsters and all participants of Little League Baseball; develop and implement a plan for increasing safety of activities, equipment and facilities through education, compliance and 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 as well as being responsible for preparing and submitting the annual PLL Safety Plan to Little League Inc. and District 7. Also is responsible for collecting the Manager/Coach/League evaluation forms from all teams and reporting information back to the board.

Division Coordinator (DC) – Juniors reports to the VP of Operations. He/She assists the VP of Ops with annual skill assessments and drafts as well as assists the Coaches Coordinator with any training and/or clinics for managers, coaches or players. Tracks

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and posts division standings and pitcher eligibility for all teams within the Junior Division; emails standings and pitcher eligibility twice a week to the managers and VP of Ops, and posts standings on the website. If needed by the DRC, verifies lineups, score books and/or pitch counts and pitcher eligibility for protests. They will also distribute any necessary information to the Junior manager(s) and coaches as directed by the VP of Ops, via email; is responsible for responding to any non-coaching questions/issues from the managers, coaches and parents from the Junior division. In charge of rescheduling rainouts or postponed games; includes scheduling the fields and umpires and notifying both managers and VP of Ops. Also assists the Event Coordinator in planning Challenger Day(s). This position cannot be held by a Manager within the Juniors division.

Division Coordinator – Majors –reports to the VP of Operations. He/She assists the VP of Ops with annual skill assessments and drafts as well as assists the Coaches Coordinator with any training and/or clinics for managers, coaches or players. Tracks and posts division standings and pitcher eligibility for all teams within the Major Division; emails standings and pitcher eligibility twice a week to the managers and VP of Ops, and posts standings on the website. If needed by the DRC, verifies lineups, score books and/or pitch counts and pitcher eligibility for protests. They will also distribute any necessary information to the Major managers and coaches as directed by the VP of Ops, via email; is responsible for responding to any non-coaching questions/issues from the managers, coaches and parents from the Major division. In charge of rescheduling rainouts or postponed games; includes scheduling the fields and umpires and notifying both managers and VP of Ops. Also assists the Event Coordinator in planning Challenger Day(s). This position cannot be held by a Manager within the Major division.

Division Coordinator – AAA Minor –reports to the VP of Operations. He/She assists the VP of Ops with annual skill assessments and drafts as well as assists the Coaches Coordinator with any training and/or clinics for managers, coaches or players. Tracks and posts division standings and pitcher eligibility for all teams within the AAA Minor Division; emails standings and pitcher eligibility twice a week to the managers and VP of Ops, and posts standings on the website. If needed by the DRC, verifies lineups, score books and/or pitch counts and pitcher eligibility for protests. They will also distribute any necessary information to AAA Minor managers and coaches as directed by the VP of Ops, via email; is responsible for responding to any non-coaching questions/issues from the managers, coaches and parents from the AAA Minor division. In charge of rescheduling rainouts or postponed games; includes scheduling the fields and umpires and notifying both managers and VP of Ops. Also assists the Event Coordinator in planning Challenger Day(s). This position cannot be held by a Manager within the AAA Minor division.

Division Coordinator – AA Minor – reports to the VP of Operations. He/She assists the VP of Ops with annual skill assessments and drafts as well as assists the Coaches Coordinator with any training and/or clinics for managers, coaches or players. Tracks and posts pitcher eligibility for all teams within the AA Minor Division: and emails pitcher eligibility twice a week to the managers and VP of Ops. If needed by the DRC, verifies lineups and/or pitch counts and pitcher eligibility for protests. They will also distribute any necessary information to AA Minor managers and coaches as directed by the VP of Ops, via email; is responsible for responding to any non-coaching questions/issues from

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the managers, coaches and parents from the AA Minor division. In charge of rescheduling rainouts or postponed games; includes scheduling the fields and umpires and notifying both managers and VP of Ops. Also assists the Event Coordinator in planning Challenger Day(s).

Division Coordinator – A Minor –reports to the VP of Operations. He/She assists the VP of Ops with annual skill assessments and drafts as well as assists the Coaches Coordinator with any training and/or clinics for managers, coaches or players. They will distribute any necessary information to A Minor managers and coaches as directed by the VP of Ops, via email; is responsible for responding to any non-coaching questions/issues from the managers, coaches and parents from the A Minor division. In charge of rescheduling rainouts or postponed games; includes scheduling the fields and notifying both managers and VP of Ops.

Division Coordinator – T-Ball –reports to the VP of Operations. He/She assists the VP of Ops with annual skill assessments and drafts as well as assists the Coaches Coordinator with any training and/or clinics for managers, coaches or players. He/She is responsible for assigning T-Ball teams after all drafts are completed. They will also distribute any necessary information to T-Ball managers and coaches as directed by the VP of Ops, via email; is responsible for responding to any non-coaching questions/issues from the managers, coaches and parents from the T-Ball division. Is in charge of rescheduling rainouts or postponed games; includes scheduling the fields and umpires and notifying both managers and VP of Ops.

Equipment/Uniform Manager – reports to the VP of Operations. He/She is responsible for management, inventory and maintenance of existing equipment; the purchasing and disbursement of all necessary equipment to all team managers prior to the season; obtains and distributes new equipment and supplies to all teams in accordance with team needs prior to and during the season; and, as required by team needs, obtains and distributes equipment, and special orders for all Traveling All-Star teams for tournament play. Is responsible for the purchasing, management and inventory of all uniforms for managers, coaches and players provided by PLL; distributing team uniforms to the team parents at the team parent meeting prior to the season. Also, will reorder as needed for special sizes and oversee the ordering of shirts and hats for parents that purchase additional items not provided by the league. They are responsible for the purchasing and distribution of all Little League required patches, including All-Stars and the purchasing and distribution of All-Star uniforms for managers, coaches and players.

Scheduler –reports to the VP of Operations. He/She shall create a practice schedule for all teams prior to the start of the season that includes 2-3 assigned practices per week at a specified field. (Junior, Majors and AAA Minor teams will have the priority for practice fields with pitching mounds.) He/she creates a game schedule for all teams in each division. Completed schedules will be given to the VP of Operations who will distribute to all managers.

Compliance Coordinator - is responsible for assisting the President and Vice-President with ensuring PLL complies with Little League rules, as specified in the Green Book and Operating Manual. Obtains permits for all practice/game fields and

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prepares/reviews contracts with the applicable governmental agencies on behalf of PLL. Also oversees the DRC process and other duties as directed by the President and Vice-President.

Special Event Coordinator –reports to the Treasurer. He/She is responsible for the annual fundraising for PLL. They will provide written detailed information to all players and their families regarding (1) participation in candy sales or (2) the optional “in lieu of” donation that may be paid; arranges for candy vendor presentations to the Board in late December or early January to determine the supplier; after a vendor is chosen, is responsible for a presentation at the Team Parent Meeting to convey product information; in charge of distribution of candy to all participants. He/She is responsible for planning and implementing various special events during the season to promote community and sportsmanship; including the planning of Opening Day ceremonies, Picture Day (both regular season and All-Star), River Cat Day, Challenger Day(s) and Family Fun Day, (Examples: special guests speakers, the ordering of trophies/plaques as well as drawings for prizes).

Sponsorship Coordinator – Reports to the Treasurer. He/She will act as the PLL representative with the purpose of seeking league sponsors and maintaining working relationships with existing sponsors; sell advertising space in the Roster Book to merchants and businesses, and provide the Roster book Coordinator with all sponsor information.

Snack Shack Coordinator - reports to the Treasurer. He/She shall oversee all concession responsibilities of the Snack Shack; the cashiering, recording and deposit of all monies, as directed by the PLL Treasurer. Making sure that the Snack Shack is opened and closed each game day and collecting all monies for deposit. Included in the responsibilities shall be overseeing the ordering of supplies, scheduling of volunteer workers, and tracking of volunteer time. The Snack Shack Coordinator shall be assisted by the Snack Shack Opener, Buyer and Scheduler.

Snack Shack Buyer – reports to the Snack Shack Coordinator. Responsibilities shall include the ordering and/or purchasing supplies for the Snack Shack as needed/directed by the Snack Shack Coordinator.

Snack Shack Opener – reports to the Snack Shack Coordinator. Responsibilities shall include opening the snack shack each day it is scheduled to be operated, making sure that the crew understands their responsibilities and helps get the snack shack ready for business as needed.

Snack Shack Scheduler - reports to the Snack Shack Coordinator. Responsibilities shall include the scheduling of volunteer workers, notification/reminders weekly for each team, and tracking of volunteer time.

Registrar- reports directly to the President. He/She assists the President with official correspondence, Registrar duties that include: organizing and supervising PLL registration night; collects all player fees and volunteer commitment checks, reviews all player applications for completeness; processes all late player applications; identifies and attempts to resolve incomplete applications; processes refund requests; prepares

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and organizes all documentation for tryouts and draft nights; updates team roster changes throughout the season as notified by the VP of Ops; Works with other officers and committee members as needed, as well as working with and/or supporting the Volunteer Coordinator.

Volunteer Coordinator/Team Parent – reports to the Registrar. He/She organizes the team parent meeting prior to the start of the season; coordination with designated League Officers who will make presentations, the updating and assembling of information packets to distribute to Team Parents, and advising Team Parents regarding the organizing of volunteer participation for each team. Responsible for tracking volunteer participation hours and the distribution of volunteer check deposits at the end of the season to parents that have fulfilled their volunteer commitment. The Volunteer Coordinator is responsible for distributing all Manager/Coach/League evaluation forms to team parents.

Webmaster – reports directly to the President. He/She shall manage the league's official home page; assign administrative rights to league volunteers and teams; ensure that league news and scores are updated on a regular basis; collect, post and distribute important information on League activities including direct dissemination of fund-raising and sponsor activities to Little media; serve as primary contact person for Little League and myteam.com regarding League Baseball, district, public, league members and optimizing use of the Internet for league administration and for distributing information to league members and to Little League Baseball.

Newsletter/Publicity Coordinator - reports to the Webmaster. He/She is responsible for the editing and distribution of the PLL monthly newsletter. Also is responsible for any graphic design/publication of the PLL logo.

Roster Book Coordinator – reports to the Webmaster. He/She is responsible for the layout, design, and production of the Roster Book. At completion, he or she will coordinate with the Volunteer Coordinator to distribute the books to the players.

Fall Ball Coordinator - reports to the VP of Operations. He/She is responsible for the registration of players for Fall Ball, ordering and issuing uniforms; also coordinates games with other little leagues, sets practice times if requested, and prepares a season schedule.

Section 2 - Committees

The BOD may appoint an Executive Committee which shall consist of not less than three (3) or more than five (5) Directors, one of whom shall be the President of PLL.

Disciplinary Review Committee shall be appointed as necessary by the President.

Manager/Coach Selection Committee shall include all voting board members and any non-voting members that President appoints.

Article IV – Registration/Fees

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Section 1 - Fees

Registration fees are based on the financial needs of PLL and are determined by the BOD. PLL shall request annual registration fees and shall publish the fees prior to the date on which player registration occurs. A late registration fee of \$25 shall be assessed on all applicants registering after December 31. Additionally, a “nonsufficient funds” (NSF) fee shall be assessed on applicants that submit a check or other form of payment that is not honored by the representative financial institution. In consequence, the player(s) will not be allowed to participate in PLL activities until the entire debt is paid in full, including the return check fee of \$25.

Section 2 – Refund Policy of Registration Fees

Any player, who resigns and their parent/guardian wishes to request a refund of registration fees, must submit the request for refund in writing via email to the Registrar. After receiving the refund request, the Registrar will verify the refund amount and forward to the treasurer to issue the refund. **No refunds will be processed without a written request.** The amount of the registration fees returned will be based on the following criteria: 100% prior to draft, 50% after draft and **no** refund after Opening Day. All refunds will be mailed by the Treasurer after Opening Day.

Section 3 - Fee Waiver

It is the policy of PLL and Little League Baseball, Inc., that the inability to pay registration fees should not prevent a player from participating in the PLL Program. Members who cannot afford to pay registration fees shall notify the President in writing, and scholarships may be granted at the discretion of the President. The President shall treat all such applications confidentially and shall take such steps as necessary to assure that the annual registration fee policy does not keep a player from participating. However, applicants that have any portion of their registration fees waived, will be required to participate in fundraiser activities and volunteer hours (including the volunteer fee), as those responsibilities are not waived. The volunteer commitment for the family of a player that has had any fee waiver is increased to **12** hours, (the additional 4 hours must be fulfilled by working the in the snack shack).

Section 4 - Volunteer Deposits/Time

PLL requires an annual volunteer deposit, amount to be determined by the PLL BOD. Volunteer deposits shall be returned at the end of the season and upon the completion of a **minimum** of eight (8) hours of qualified volunteer work on behalf of each child playing in the league. A minimum of one complete shift in the snack shack is required in addition to the minimum eight volunteer hours, partial snack shack shifts shall not meet the minimum of one complete snack shack shift. See the attached Volunteer Form that specifies the amount of volunteer credit earned for each volunteer position. Any player, whose parent/guardian fails to complete the minimum of 8 volunteer hours plus one complete snack shack shift, shall have their volunteer checks cashed at the conclusion of the season. Snack shack shifts can be counted towards the minimum hours requirement or the plus one shift requirement but any single snack shack shift may not be counted towards both requirements simultaneously.

Section 5 – Registration Requirements

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Each player wanting to play for PLL must submit a completed registration form, the player's original birth certificate for review, a photo copy of the original birth certificate to be kept, **3** proofs of residency (copies of each to be kept by PLL and must be dated between February 1 – February 1; For example a bill being used as proof of residency must bear an issue date between February 1 of the prior season and February 1 of the current little league season) and payment. Residence shall be established and supported by documents from **3** or more of the following categories to determine residency of such parent or guardian:

1. Driver's License
2. Voter's registration
3. School records
4. Welfare/child care records
5. Federal records
6. State records
7. Local (municipal) records
8. Support payment records
9. Homeowner or tenant records
10. Utility bills (i.e., gas, electric, water/sewer. Phone, mobile phone, heating, waste disposal)

Note: 3 utility bills (3 items from #10 above) constitute *only 1* document

11. Financial (loan, credit, investment, etc.) records
12. Insurance documents
13. Medical records
14. Military records
15. Internet, cable or satellite records
16. Vehicle records
17. Employment records

All players that register on-line **must** provide the player's original birth certificate for review, a photo copy of the original birth certificate to be kept on file, and **3** proofs of residency (copies of each to be kept and must be dated between 10/1-1/31) to PLL before the registration is complete. Players will not be eligible for the draft or play until all documents have been received by PLL.

ARTICLE V – FINANCIAL POLICY

Section 1 - Expenditures

The BOD, prior to purchase, shall approve **all** expenditures in excess of \$100 for unbudgeted items. **Any** expenditure over \$100 must be presented and approved by the BOD **before** the purchase is made. Any expenses over \$100 may not be reimbursed if not presented and approved by the BOD **before** purchase. All expenses must have a receipt for the item(s) attached to a letter detailing what the expense is and who made the purchase. Both must be turned into the Treasurer for reimbursement. Any reimbursement submitted without a receipt and/or explanation of the purchase, may not be granted.

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Section 2 - Budget

At the beginning of each season, the Treasurer shall submit a budget to the BOD for expenditures during the upcoming season. This budget shall be submitted for approval at the December BOD. Any additional unbudgeted expenditure in excess of \$100 that is incurred during the season shall be submitted to and approved prior to purchase, by a majority of the BOD.

Article VI – Selection of Managers and Coaches

Section 1 - Manager/Coach Selection Committee

The Manager/Coach Committee shall interview and investigate prospective managers and coaches for all divisions, and recommend acceptable candidates to the President, for appointment and subsequent approval by the Board. The policies are:

- a. There is no seniority or tenure in serving as manager or coach.
- b. All appointments expire annually.
- c. Appointments are an administrative matter and not subject to intervention by the membership.
- d. All managers and coaches are directly responsible to the BOD.
- e. Any manager that was suspended during a previous season shall not be considered for a Manager position. They may, however, apply for a coaching position.
- f. Any manager or coach that was suspended after review of their actions by the BOD, (not as a result of an ejection of a game), shall not be eligible to manage and/or coach with PLL.
- g. There is no appeal process for reconsideration.

All prospective managers and coaches must submit a completed Manager/Coach Application, a completed Volunteer form; including a copy of a photo ID, and pass a background check prior to approval and tryouts.

The committee shall, during the playing season, observe the conduct of the managers and coaches and report its findings to the President and the BOD. It shall, at the request of the President or BOD, investigate complaints concerning managers and coaches and make a report thereof to the President or BOD as the case may be.

Section 2 - Coach Selection by Division

Junior Division - Coaches shall be selected after the draft has been completed from the approved coaches list. If required by extenuating circumstances, the President may appoint a coach in the absence of a selection by the Manager.

Major Division - Coaches shall be selected after the player draft has been completed from the approved coaches list. If required by extenuating circumstances, the President may appoint a coach in the absence of a selection by the Manager.

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AAA Minor Division - Coaches shall be selected after the player draft has been completed from the approved coaches list. If required by extenuating circumstances, the President may appoint a coach in the absence of a selection by the Manager.

AA Minor Division - Subject to the approval of the BOD, Managers may select and designate two coaches prior to the first tryout. AA Minor division managers who fail to choose a coach(s) prior to the first tryout shall not be permitted to select a coach until the player draft has been completed. After the draft is completed, the manager may select their coaches, if not done so before the draft, from the approved coaches list. If required by extenuating circumstances, the President may appoint a coach in the absence of a selection by the Manager.

A Minor Division - Subject to the approval of the BOD, Managers may select and designate two coaches prior to the first tryout. A Minor division manager who fails to choose a coach(s) prior to the first tryout shall not be permitted to select a coach until the player draft has been completed. After the draft is completed, the manager may select their coaches, if not done so before the draft, from the approved coaches list. If required by extenuating circumstances, the President may appoint a coach in the absence of a selection by the Manager.

T-Ball Division - Subject to the approval of the BOD, Managers may select and designate two coaches prior to Opening Day from the approved coaches list. If required by extenuating circumstances, the President may appoint a coach in the absence of a selection by the Manager.

All Managers must notify their appropriate division coordinators who they have selected as their coaches. The division coordinators must submit all coach selections to the VP of Ops who will seek approval of the selections from the BOD. In the event that an approved coach resigns his/her duties, the manager must make another selection, notify the division coordinator, and then the BOD must vote to approve the replacement coach, PRIOR to the coach taking the field.

Article VII – Player Draft and Selection

Juniors (ages 13-14) - All baseball age 13 and 14 year old players who have completed registration are to be selected in the Junior division. Any player that wants to play in the Junior division **must** attend at least 50% of the skill assessments to be eligible to play. Baseball 12 year olds are eligible, but must participate in a skill assessment, and will only be selected according to the number of players needed for the Junior division, provided that all eligible 13 and 14 year olds are selected.

Majors (ages 11-12) - All baseball age 11 and 12 year old players who have completed registration must be selected in the Major draft. All players **must** attend at least 50% of the skill assessments to be eligible to play in the Major division. Baseball age 10 year olds are eligible for the Major division on an **Exception** basis only AND must be approved by the BOD. Qualified 10 year olds must have participated in the skill

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assessment, and will only be selected according to the number of players needed for the Major division, provided that all eligible 11 and 12 year olds are selected.

AAA Minors (ages 9-10) - All baseball age 9 and 10 year old players who have completed registration must be selected in the AAA draft. All players must attend at least 50% of the skill assessments to be eligible to play in the AAA division. Any 9 or 10 year old player who does not participate in the skill assessments will be a random placement at the end of the draft. Baseball age 8 year old players are eligible for the AAA division on an **Exception** basis only AND must be approved by the BOD. Qualified 8 year olds will only be selected according to the number of players needed for the AAA division, provided that all eligible 9 and 10 year olds are selected.

AA Minors (ages 7-8) - All baseball age 7 and 8 year old players who have completed registration must be selected in the AA draft. All players must attend at least 50% of the skill assessments to be eligible to play in the AA division. Any 7 or 8 year old player who does not participate in the skill assessments will be a random placement at the end of the draft. Baseball age 6 year old players are eligible for the AA division on an **Exception** basis only AND must be approved by the BOD. Qualified 6 year olds will only be selected according to the number of players needed for the AA division, provided that all eligible 7 and 8 year olds are selected.

A Minor (ages 6-7) - All baseball age 6 and 7 year old players who have completed registration are to be selected in the A division. All players must attend a minimum of 50% of the scheduled skill assessments to be eligible for the draft. Any player that does not attend at least 50% of the skill assessments will be a random placement at the end of the draft. 6 year olds are eligible, but must participate in at least 50% of the skill assessment, must have played 1 season of t-ball, and will only be selected according to the number of players needed in the A division.

T-Ball (ages 5-6) - All remaining baseball 6 year old players who completed registration are to be placed in the T-Ball division with all 5 year old players. There will be no tryout or draft for this division.

***Children whose parents have requested to play in a division outside of the division of their age **must** attend any skill assessment the safety committee recommends in order to be eligible to be placed in the requested division.

Section 1 - Skill Assessment

All players who have completed registration and are eligible to play in the Minor, Major and Junior division must attend a skill assessment session. The goal of PLL is for equal and fair competition. In order to achieve this, an adequate evaluation of potential players must take place.

Skill evaluations will take place as follows:

1. All players must have a medical release on file prior to participating in the skills assessment
2. All players, **including** manager and coach's children must participate in a minimum of 1 of the 2 assessment days.
3. **All** managers and coaches (One Manager, two coaches maximum/each team) **must participate** in skill evaluations. Managers who are approved prior to skill

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assessment and do not participate may be removed from consideration and replaced prior to player drafts.

4. Each player that participates in the skill assessment shall have an opportunity to bat/bunt, field fly balls, field ground balls, throw, pitch and run in competition with players having the same league age.

Junior Skill Assessment – Major and all Minor managers and coaches are to participate in the operation of the skill assessment. Three evaluators from Majors and/or Minors are to rate skill sets of each child at 5 stations: pitching, hitting, infield, outfield and running. Managers from the Junior division are invited to watch, but may not participate. An average score from 3 evaluators at each station is to be determined for each player. Each player will receive a total score from the average of the 5 stations. This total score as well as each individual station score is to be used for draft purposes. These scores are completely confidential and only to be used by managers for draft purposes.

Major Skill Assessment – Junior and all Minor managers and coaches are to participate in the operation of the skill assessment. Three evaluators from Juniors and Minors are to rate skill sets of each child at 5 stations: pitching, hitting, infield, outfield and running. Managers from the Majors division are invited to watch, but may not participate. An average score from 3 evaluators at each station is to be determined for each player. Each player will receive a total score from the average of the 5 stations. This total score as well as each individual station score is to be used for draft purposes. These scores are completely confidential and only to be used by managers for draft purposes.

Minor Skill Assessment (AAA, AA and A) – Junior and Major managers and coaches are to participate in the operation of the skill assessment. Three evaluators from Juniors, Majors are to rate skill sets of each child at 5 stations: pitching, hitting, infield, outfield and running. Managers from the Minor division are invited to watch, but may not participate. An average score from 3 evaluators at each station is to be determined for each player. Each player will receive a total score from the average of the 5 stations. This total score as well as each individual station score is to be used for draft purposes. These scores are completely confidential and only to be used by managers for draft purposes.

There is no skill assessment for the T-Ball division.

Section 2 - Player Selection (Draft)

Each division will redraft each season. There are no protected players with the exception of manager's children. No players for any division are "property" players.

- A. All Junior and Majors players must attend a tryout in order to play in that division.
- B. Junior division draft shall be held after tryouts are completed.
- C. Major Division draft shall be held after the Junior division draft.
- D. AAA Minor division draft shall be held after the Major division draft.
- E. AA Minor division draft shall be held after the AAA Minor division draft.
- F. A Minor division draft shall be held after the AA Minor division draft.

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G. Player assignment of T-Ball teams shall be made after the A Minor draft is completed by the T-Ball Coordinator.

Junior division draft - each Junior team will have a manager prior to draft. Draft order is to be determined by blind selection. Once the order is established, the player selection draft shall proceed in a serpentine manner. In the first round, according to the order established, the first team will draft first and the last team will draft last. This should also be followed for every odd-numbered round. At the end of the first round the order will reverse. In the second round and every even-numbered round, the order will reverse, with the last team drafting first and the first team drafting last. Managers children must be drafted in or before round 3 if they are baseball age 14, round 4 if age 13, and round 5 if age 12. It is to be noted which coaches have been approved on the draft list. Coaches are to be selected by managers during the draft and will need final Board approval after completion of the draft. All players will be redrafted each season. Any player wanting to play in the Junior division must attend a skill assessment to be eligible to play in the Junior division.

Major division draft - each Major team will have a manager prior to draft. Draft order is to be determined by blind selection. Once the order is established, the player selection draft shall proceed in a serpentine manner. In the first round, according to the order established, the first team will draft first and the last team will draft last. This should also be followed for every odd-numbered round. At the end of the first round the order will reverse. In the second round and every even-numbered round, the order will reverse, with the last team drafting first and the first team drafting last. Managers children must be drafted in or before round 3 if they are baseball age 12, round 4 if age 11, and round 5 if age 10. It is to be noted which coaches have been approved on the draft list. Coaches are to be selected by managers during the draft and will need final Board approval after completion of the draft. All eligible baseball age 12 year olds must be selected in the Majors draft. Any player wanting to play in the Major division must attend a skill assessment to be eligible to play in the Major division. All players that have registered for the current season and attended a tryout will be included in the draft.

AAA Minor division draft - each AAA Minor team will have a manager prior to draft. Draft order is to be determined by blind selection. Once the order is established, the player selection draft shall proceed in a serpentine manner. In the first round, according to the order established, the first team will draft first and the last team will draft last. This should also be followed for every odd-numbered round. At the end of the first round the order will reverse. In the second round and every even-numbered round, the order will reverse, with the last team drafting first and the first team drafting last. Managers children must be drafted in or before round 4 if age 10 and round 5 if age 9. It is to be noted which coaches have been approved on the draft list. Coaches are to be selected by managers during the draft and will need final Board approval after completion of the draft. Any player wanting to play in the AAA Minor division must attend a skill assessment to be eligible for the draft. Any baseball age 11 year olds who do not participate in the skill assessment will be placed by blind selection in the final round(s) of the draft. All eligible baseball 11 year old players must be selected in the AAA Minors draft. Baseball 9 year olds must participate in the skill assessment to be considered for this draft. All players that have registered for the current season and attended a tryout will be included in the draft.

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AA Minor division draft - each AA Minor team will have a manager and 2 coaches approved prior to the draft. Draft order is to be determined by blind selection. Once the order is established, the player selection draft shall proceed in a serpentine manner. In the first round, according to the order established, the first team will draft first and the last team will draft last. This should also be followed for every odd-numbered round. At the end of the first round the order will reverse. In the second round and every even-numbered round, the order will reverse, with the last team drafting first and the first team drafting last. Manager's children must be drafted in or before round 5. Any baseball age 7 or 8 year old who does not participate in the skill assessment will be placed by blind selection in the final round(s) of the draft. All eligible baseball 7 and 8 year old players must be selected in the AA Minors draft. Baseball 6 year olds must participate in the skill assessment to be considered for this draft. It is to be noted which coaches have been approved on the draft list, in the event that a manager must select a coach after draft. Managers who select a coach during the draft will need final Board approval after completion of the draft.

A Minor division draft - each A Minor team will have a manager and 2 coaches approved prior to the draft. Draft order is to be determined by blind selection. Once the order is established, the player selection draft shall proceed in a serpentine manner. In the first round, according to the order established, the first team will draft first and the last team will draft last. This should also be followed for every odd-numbered round. At the end of the first round the order will reverse. In the second round and every even-numbered round, the order will reverse, with the last team drafting first and the first team drafting last. Manager and/or coaches children must be drafted in or before round 5. Any baseball 6 or 7 year old who does not participate in the skill assessment will be placed by blind selection in the final round(s) of the draft. All eligible baseball 6 or 7 year old players must be selected in the A Minor draft. Baseball 6 year olds must participate in the skill assessment to be considered for this draft. It is to be noted which coaches have been approved on the draft list, in the event that a manager must select a coach after the draft. Managers who select a coach during the draft will need final Board approval after the completion of the draft.

T-Ball teams - each T-Ball team will have a manager and 2 coaches approved prior to receiving their team rosters. The T-Ball Division coordinator will assign players to teams. Any requests for placement will be accommodated, if possible. Teams will be placed with 10-11 players per team. T-Ball is the only division that can have players added up to Opening Day. Managers will be notified if they have a new player added to their roster by the T-Ball coordinator.

Section 3 - Parental Approval (all divisions)

Managers must have parent/guardian approval to draft a child in a higher division than requested by the parent/guardian on the registration form.

Section 4 - Roster Limit

Unless otherwise provided by these rules, no team shall be permitted to carry more than twelve (12) players during the season. However, in the event that the total number of eligible players in the league will require player expansion and thereby exceed the twelve-player rule, the PLL Board shall make a determination as to player expansion for

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all teams or some of the teams, in order to place the player(s) on a team. In the Major division approval of a 13th player must have written approval of the district administrator.

Article VIII – Player Retention and Replacement

Section 1 - Registration of Returning Players

Any player in the Junior and Major divisions failing to attend at least 50% of the tryout sessions shall attend a special skills session. Failure to do so shall cause the player to forfeit league eligibility.

Section 2 - Property Players, Major and Junior Divisions

No players are property of a team in the Junior and Major divisions. All players will be redrafted each season.

The only exceptions are managers children as previously noted.

Section 3 - Minor Divisions

All players in the AAA Minor, AA Minor and A Divisions shall be redrafted each season, except for the manager and coaches children as previously outlined.

Section 4 - Trades

All trades must be agreed upon by both managers. All agreed trades must be submitted in writing via email to the VP of Ops for approval. All trades will be concluded within 72 hours of each division's said draft date.

Article IX – Scheduling

Section 1 - Opening Day

Opening day shall be scheduled at the discretion of the PLL Board.

Section 2 - Suspended Games and Tie Games

Suspended games and games that end in a tie shall be re-scheduled by the Division Coordinator in all divisions.

Section 3 - Rainouts

The Division Coordinator of each respective division shall be responsible to reschedule rainout games at the first available opportunity as fields and umpires are available. All rainout games will be rescheduled regardless of their bearing on the standings. Teams without 9 players on the date of the rescheduled game will forfeit the game. However, if both teams fail to have 9 players, both teams will be charged with a 0 – 0 loss. For A Minor and T-Ball Divisions, all rainout games will be rescheduled by the Division Coordinator based on field availability.

Section 4 - Open Dates

To determine the champions of the Major and AAA Minor divisions where the season has been divided into two halves, open dates shall be provided in the schedule between the first half and second half of the season, as well as the end of the second half of the season, for the purpose of playing rained out games and to resume suspended or tie games. However, if the Division Coordinator is unable to reschedule and play these games, the champion for each half may be determined by the Tie Breaker” provisions of Article IX in the green book.

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Section 5 – Junior and Major Division Game Time

Per the Little League Playing Manual, Regulation(s) VII (h) and X(c), there shall be no time limit for Junior and Major Division games. All Junior and Major Division games shall be played to completion, unless called due to darkness in accordance with the Official Sunset Schedule. .

Section 6 – Minor and T-Ball Game Time

Minor games shall play so that no new inning begins after 2 hours of play. T-Ball games shall be limited to one hour and fifteen (15) minutes, with no new inning beginning in a T-ball game after one hour of play.

Section 7 - Official Game Time

For Junior, Major and Minor divisions, the home scorekeeper will log the official starting time for each game as determined by the umpire. An inning begins when the third out of the previous inning is made; however, no inning may start after the official game time has lapsed for each respective division. Once an inning begins, it shall be played to conclusion unless called due to darkness according to the Official Sunset Schedule or for dangerous playing conditions (thunderstorms, broken sprinklers, field condition). The Umpire will make this determination per the time of sunset on the Official Sunset Schedule.

Article X – Playing Rules

Section 1 - Official Rules

A copy of the Official Regulations and Playing Rules (Green Book) published by Little League Baseball, Inc., as well as the PLL Bylaws & Local Rules, shall be provided to each Manager and coach prior to the first game of the regular season.

Section 2 - Division Champions

In the Major and AAA Minor Divisions, the season may be divided into two halves based on enrollment and the number of teams assigned. There will be a one game playoff between the first and second half winners, in each division. If there is a tie for first place in either half, there will be a one game playoff to determine the winner of that half. The first half tie breaker will be held before the second half begins. Otherwise, the season will be undivided and division champions will be determined based on the team with the best overall record. In the event of a tie for first place there will be a one game playoff to determine the winner. Both division champions from Major and AAA Minors shall represent PLL in the District 7 Tournament of Champions.

Section 3 - Playing Rules

All home teams will occupy the dugout on the 3rd base side. All visiting teams shall occupy the dugout on the 1st base side.

For Junior, Major and AAA Minor divisions, the goal is to have a game consisting of 6 innings with a definite winner. However in some situations, a 6 inning game may not be

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possible due to weather, daylight or other safety concerns. The Little League Rules define a **regulation game** as 4 or more completed innings.

A. Junior Division

Rules are determined based on those that participate in the inter-district league. PLL local rules do not apply. Home games shall be played at Conlin.

B. Major Division

1. Players shall pitch in all games.
2. Pitching will be consistent with Little League Baseball rules.
3. Teams shall use continuous batting order.
4. Little League's ten-run rule (Little League Rule 4.10 (e)) applies for all Major Division games, after the 4th inning.
5. The Umpire will warn any batter who throws the bat after the first time that it occurs. If the batter throws the bat a second time, the Umpire will eject the batter due to safety reasons. The penalty shall be enforced immediately after all play has ceased and a substitute shall replace the ejected batter. There will be no out recorded solely as a result of the thrown bat.
6. Standings and pitch counts shall be kept during the season.
7. All home games will be played at Bear Flag or Conlin.

Safety Note: There shall be no "on-deck" batters allowed either on or outside of the field of play.*

C. AAA Minor Division

1. Players shall pitch in all games.
2. Pitching will be consistent with Little League Baseball rules.
3. Teams shall bat the entire roster, using the same batting order throughout the game. However, if a player arrives late and is identified on the official line-up card, that player shall bat in the original slot identified on the line-up card. If a player arrives late, but is not placed on the original line-up card, that player shall be placed at the end of the line-up.
4. Little League's ten-run rule (Little League Rule 4.10 (e)) applies for all AAA Minor division games, after the 4th inning.
5. The Umpire will warn any batter, and the team, who throws the bat after the first time that it occurs. If the batter throws the bat a second time, the Umpire will eject the batter due to safety reasons. The penalty shall be enforced immediately after all play has ceased and a substitute shall replace the ejected batter. There will be no out recorded solely as a result of the thrown bat.
6. Standings and pitch counts shall be kept during the season.
7. All home games will be played at Bear Flag or Conlin.
8. No new inning shall begin after 2 hours of play.
9. Each team's turn at bat ends when one of the following conditions has been met:
 - a. Three (3) outs have been made defensively **OR**
 - b. Five (5) runs have been scored.
10. The 6th inning is an "open" inning. (5 run rule does not apply during the 6th inning)

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Safety Note: There shall be no “on-deck” batters allowed either on or outside of the field of play.*

D. AA Minor Division

1. Players shall pitch in all games. No baseball age 6 players shall pitch at any time.
2. Pitching will be consistent with Little League Baseball rules.
3. Pitch counts shall be kept for each game. Standings shall not be kept.
4. Each player is required to play a defensive position at least every-other inning.
5. Mandatory: all players shall be rotated and must play a minimum of 2 innings of infield per game.
6. Teams shall bat the entire roster, using the same batting order throughout the game. However, if a player arrives late and is identified on the official line-up card, that player shall bat in the original slot identified on the line-up card. If a player arrives late, but is not placed on the original line-up card, that player shall be placed at the end of the line-up.
7. Each player may only bat once per inning.
8. The Umpire will warn any batter, and the team, who throws the bat after the first time that it occurs. If the batter throws the bat a second time, the Umpire will eject the batter due to safety reasons. The penalty shall be enforced immediately after all play has ceased and a substitute shall replace the ejected batter. There will be no out recorded solely as a result of the thrown bat.
9. Each batter gets six (6) pitches unless they put the ball in play.
10. When the players pitch, if the batter has not hit after 6 pitches, the batter’s manager/coach will throw 3 additional pitches to his/her batter.
11. No new inning shall begin after 2 hours of play.
12. Each team’s turn at bat ends when one of the following conditions has been met:
 - a. Three (3) outs have been made defensively.
 - b. The entire roster bats.
 - c. Five (5) runs have come in.

Safety Note: There shall be no “on-deck” batters allowed either on or outside of the field of play.*

C. A Minor Division

1. Managers/coaches shall pitch to their own players, on 1 knee. No players are permitted to pitch.
2. Each player is required to play a defensive position at least every-other inning.
4. Mandatory: all players shall be rotated and must play a minimum of 2 innings of infield per game.
5. Teams field a total of 10 players defensively with 4 outfielders.
6. A maximum of 2 coaches in the outfield for defensive direction will be allowed.
7. The coach placed behind the catcher is the umpire.
8. Teams shall bat the entire roster, using the same batting order throughout the game. However, if a player arrives late and is identified on the official line-up card, that player shall bat in the original slot identified on the line-up card. If a player arrives late, but is not placed on the original line-up card, that player shall be placed at the end of the line-up.

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9. Each player may only bat once per inning.
10. The Umpire will warn any batter, and the team, who throws the bat after the first time that it occurs. If the batter throws the bat a second time, the Umpire will eject the batter due to safety reasons. The penalty shall be enforced immediately after all play has ceased and a substitute shall replace the ejected batter. There will be no out recorded solely as a result of the thrown bat.
11. Each batter gets six (6) pitches unless they put the ball in play.
12. There is no stealing or advancing on a passed ball or wild pitch.
13. No new inning shall begin after 1 hour 30 minutes of play.
14. Each team's turn at bat ends when one of the following conditions has been met:
 - a. Three (3) outs have been made defensively.
 - b. The entire roster bats.
 - c. Five (5) runs have come in.
15. "Level 5" baseballs will be used which are softer than regular baseballs.

Safety Note: There shall be no "on-deck" batters allowed either on or outside of the field of play.*

D. Tee-Ball Division

1. Each batter shall hit off a tee. There is no live pitching in this division.
2. Standings shall not be kept.
3. Each player is required to play a defensive position at least every-other inning.
4. Mandatory: all players shall be rotated and must play a minimum of 2 innings of infield per game.
5. Teams field a total of 10 players defensively with 4 outfielders.
6. A maximum of 2 coaches in the outfield for defensive direction will be allowed.
7. The coach placed behind the catcher is the umpire.
8. Teams shall bat the entire roster, using the same batting order throughout the game. However, if a player arrives late and is identified on the official line-up card, that player shall bat in the original slot identified on the line-up card. If a player arrives late, but is not placed on the original line-up card, that player shall be placed at the end of the line-up.
9. Each player may only bat once per inning.
10. Games are limited to one hour fifteen minutes in length. No new inning shall start after one hour of play.
11. Runners declared out shall return to the player's bench before play is continued.
12. Each team's turn at bat ends when the entire roster bats.
13. All games shall be played with a 'double' first base.

Safety Note: There shall be no "on-deck" batters allowed either on or outside of the field of play.*

***On Deck** - At the beginning (or middle) of an inning; only the leadoff batter may warm up on the field of play before play starts (This is permissible only in the area adjacent to the dugout at a safe distance from Home plate, as determined by the Umpire).

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Article XI – Code of Conduct for Managers and Coaches

As per the Little League Official Regulations and Playing Rules regarding ejections and poor sportsmanship, if a manager or coach is ejected from a game, a one game suspension is imposed. If removed by the umpire a second time, then a two game suspension will result for the second offense. A third offense **will not be tolerated** and result in dismissal from duties as manager or coach. Please note that the above are minimum consequences. Any ejection of a Manager or Coach will result in an investigation by the DRC.

Section 1 – Manager Responsibilities

The Board wants to sincerely thank all managers for their time and dedication to the children of our league. Managers are responsible for the “management” of the team, including but not limiting the following:

- a. **Try outs:** every manager and coach is needed to help run the tryouts and evaluate talent. All managers/coaches are required to attend tryouts regardless of the division they are managing or coaching.
- b. **Team selection:** a draft process is used to select each team. This event is scheduled after tryouts by the VP of Ops.
- c. **Medical release:** a completed Medical Release Form is required for each player to participate in team practices or games. These forms **must** be in the possession of the Manager or Coach at all games and practices. No team shall practice or participate in games without them. Managers or coaches who are involved in activities without these forms place PLL in a possible legal bind and will be subject to disciplinary actions by the BOD.
- d. **Practice:** each team will receive an assigned practice field and days. If a manager wishes to change an assigned practice field/day; he/she may only use open or unassigned fields. Teams that are assigned a field/day have priority over all other teams.
- e. **Team parent:** It is advisable that the manager recruit a team parent to help with administrative duties. The team parent can assist with fundraisers, pictures, telephone trees, emailing, snack shack staffing, and various other duties.
- f. **Scorekeeper & Pitch Counter:** the home team is the official scorekeeper of the game. An individual other than the manager or coach should be recruited. The person should be an individual familiar with the game. Both the home and visiting teams shall have a scorekeeper and pitch counter for their team. The manager is responsible for making sure their team has a scorekeeper and pitch counter for each game.
- g. **Field preparation:** the home team is responsible for field preparation. The visiting team is responsible for cleanup. To show league spirit, please consider working together, home and visitors. If you are playing inter-league, the PLL team is responsible for both. It is recommended that the manager and/or team parent recruit and/or make a schedule for the parents on the team to help with these duties so the manager and coaches can give their full attention to the team.
- h. **Fundraising:** each manager and coach is expected to support the league's fundraising activities. Fundraising is not undertaken lightly and is essential to the

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well-being of the league. Each manager and coach must convey to the team and their parents that participation is important.

i. **First Aid:** a first aid kit will be issued to each manager to have in his or her possession at **all** practices and games. It is recommended that the medical releases are put in a zip lock bag and placed in the first aid kit in the team's equipment bag. A large first aid kit shall be on hand in the snack shack.

Section 2 - Manager and Coach Guidelines

PLL appreciates, admires, and respects, all those willing to manage and/or coach. It has been stated many times that the program of any Little League can only be as good as the quality of leadership in the management team. As managers and coaches, you make the program work for PLL. Therefore, in order for PLL to consider someone for the position of a manager or coach, that individual must recognize they hold a position of trust and responsibility in a program that deals with a sensitive and formative period of a young child's development.

Knowledge of the game is essential, but not the only requirement of a manager or coach. The manager or coach must be a leader. They require understanding, patience, and the capacity to work with young children. They must be sensitive to the mental and physical limitations of these young children and recognize the game is a vehicle of training and enjoyment. Young children are strongly influenced by adults whose ideals and aspirations are similar to their own. The manager, coach, and player share a common interest in the game and a desire to excel as a ballplayer. Young children often idolize their manager, or coach, not for their success, but for their source of inspiration. People holding these positions should be able to inspire confidence and earn respect. Above all, they must realize they are helping to shape the physical, mental and emotional development of your children. Therefore, all managers and coaches must abide and adhere to the following Coaching Principles and Objectives:

- Reflect an understanding of the age group you supervise.
- Be aware that you are an example to those with whom you coach.
- Demonstrate that you have an appreciation of the philosophy of Little League.
- Demonstrate that you will cooperate with others in making the program of benefit to all players.
- Show by example that you respect the judgment and position of authority of the umpire.
- Exercise the leadership role adequately by leaving the ball game in the hands of the player(s).
- Provide each player an opportunity to participate in every game.
- Encourage the players at every opportunity.
- Familiarize yourself with the home situation of the player to accommodate their special needs.
- Instill a desire to win and to improve, striving to impart as much baseball/softball knowledge as possible to each player.
- Encourage good health habits and care of the team equipment and uniforms.
- Be instrumental in shaping acceptable behavior patterns whether the team wins or loses.
- Know the rules and regulations of Little League Baseball, and play by them.
- Become well acquainted with the player selection system.
- Select players for the team according to their abilities.

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- Be cautious and use sound judgment in any protest able situation.
- Have knowledge of First Aid and Safety.
- Practice sessions are efficient, fun, and ensure no one stands around.
- Players are properly taught fundamental skills and game strategy through various drills.
- Instruction is given at the player's level of understanding.
- Players are told the rules and the rules are followed.
- Practice sessions end before the players become bored or tired.
- Practice sessions are spaced so they do not become a chore for the players or managers.
- Adequate precautions are taken to avoid injuries.
- Develop desirable and positive habits in players.
- Encourage promptness.
- Encourage safety habits.
- Encourage sportsmanship and fair play at all times.
- Encourage responsibility and leadership.
- Practice exemplary game decorum.
- Always be prompt to games.
- Plan ahead to speed the game along.
- Protective gear is used at all times.
- Players are not worn out in practice.
- Set a good example for your players, and expect other adults to do so.
- Keep players separated from spectators and ready to play.
- Do not embarrass or reprimand players in front of others.
- Players are continually encouraged.
- Assist players in developing individual goals and reviewing his/her progress.

Section 3 - Role and Formation of Disciplinary Review Committee (DRC)

In some circumstances, complaints about managers and/or coaches may require disciplinary action from the league. A DRC will be appointed by the President immediately following a complaint. To facilitate the timeliness of disciplinary actions, the DRC shall meet to review disciplinary issues. Complaints or negative evaluations may necessitate inquiries to other parents, coaches, or league officials, but such complaints shall not be given credence unless confirmed by secondary sources. Complaints or negative evaluations about managers or coaches shall be in writing and must be filed with the League within 30 days of the end of the season. Only after the DRC has reviewed the pending complaint and made a recommendation to the Board, can the matter be open to the Board for discussion. At that time, Board members would be afforded the opportunity to discuss the merits of the complaint as they would any new complaint that follows the procedures outlined below.

Section 4 - Procedural Issues

The Division Coordinator shall contact the individual(s) under review within 3 business days of the formation of a DRC following receipt of a complaint. Upon request of the individual(s), the DRC shall provide a copy of the alleged complaint. The individual(s) shall be given an opportunity to review and respond in writing and/or in person to the DRC before the matter is discussed openly by the BOD. Upon request, the DRC shall make available to the individual(s), information or documents related to the alleged

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offense. Individual(s), against who the alleged complaint has been filed, may be reprimanded or disciplined only after proper notification and the DRC has made review. Reasonable attempts should be made by the DRC to contact the individual(s) involved in the alleged offense. If the League has not received a response from the individual(s) within seven (7) days of being notified that a complaint is pending, the DRC may make a disciplinary recommendation to the full BOD for action at the next scheduled Board meeting. After careful deliberation of the alleged infraction and after individuals (s) have been notified, a preliminary recommendation of the discipline action shall be made by the DRC and presented to the individual(s).

The individual(s) shall have the right to appear at the next Board meeting for the purpose of appealing the DRC's recommendation to the BOD. In all cases where the DRC has determined the individual(s) is to be removed from the position of manager or coach, or if it is deemed necessary to remove the individual(s) from the league entirely, a motion shall be made to that effect, and the BOD (voting members) must vote on the decision. Upon the unanimous recommendation to remove a manager or coach from his position by the DRC, a majority vote of eligible voters on the Board is sufficient. Upon recommendations by the DRC that are not unanimous, the removal of any coach or manager shall require a two-thirds vote of the voting Board members.

Section 5 - Notification

Upon receiving a DRC recommendation, the league shall provide an immediate notice to all voting BOD members and the individual(s) that a disciplinary action will appear on the Board's agenda. In those circumstances, BOD members shall be notified by phone or email that the disciplinary item will appear on the agenda. The league shall make every effort to treat all parties involved with respect, and a sense of fairness, and make every effort to ensure that the disciplinary process is not being used for purposes of smearing the reputation of another individual or for personal gain.

Section 6 - Proper Record-Keeping

A manager or coach under disciplinary review may respond in writing to a complaint and PLL shall attach such response to the League's documentation and original complaint. PLL shall maintain complaints on file.

Section 7 - Annual Evaluations

Managers and coaches shall be evaluated annually near the end of the season. The Coaching Coordinator with assistance from the Division Coordinators shall conduct a league sanctioned manager/coach evaluation to be completed near the end of each season. Such evaluations should be completed and delivered to the league President within 30-days of the season terminating.

Section 8 - Evaluations: Preparing for the Next Season

In determining the appropriateness of managers and coaches, the Manager/Coach Selection Committee shall review complaints and evaluations from the past season. Any manager suspended from a game will not be permitted to manage a team with PLL during the next season. However, in unique circumstances that require the league to determine the historical behavior of a manager or coach, the Manager/Coach Selection Committee may review prior seasons for evaluations and complaints but, only upon the review and recommendation of the DRC.

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Article XII – Field Decorum and Park Regulation

Section 1 - Field Decorum

The actions of players, managers, coaches, umpires, scorekeepers and officials of PLL must be above reproach.

A. Only the following persons are allowed on the field during the games.

- Uniformed Players;
- Managers;
- Coaches; and
- Umpires.

B. No more than three (3) adults shall be allowed in the dugout area or inside the fence behind the back stop. Each adult must be a registered manager or coach and have a cleared background check. One adult must remain in the dugout at all times.

C. Scorekeepers and pitch counters must remain outside the fence at all times.

D. Except for the batter, base runners, base coaches and defensive players, all players and coaches are to remain in their dugout(s) during play. However, players may warm-up outside the playing area prior to entering the game. Managers or coaches may not leave the dugout during the game, except in the event of an injury, or when time has been called by the umpire to confer with a player alternatively, the umpire or to report a player change to the scorekeeper. Managers and coaches are allowed on the field in T-Ball and A Minor divisions for instructional purposes.

E. Smoking or the use of any tobacco products, consumption of alcohol and swearing is prohibited. No Manager, Coach or Umpire shall be allowed to use tobacco products or consume alcoholic beverages on or near the field of play. Additionally, all forms of tobacco and alcohol are banned from the dugout and the playing area and swearing shall not be allowed. Any violation, of these rules, is to be enforced by ejection from the game.

F. Managers and coaches shall discourage players from unison chanting against, or intimidation of, opposing batters and the pitcher.

G. Players shall not be allowed to warm-up against or near school buildings, and school buildings are not to be used as backstops.

Section 2 - Park Regulation

PLL families must conduct themselves with dignity and courtesy toward the neighbors living near the ball fields. As a condition to a player's participation in PLL, each parent or guardian shall agree to honor the following "Good Neighbor" policy of the league.

A. They shall park their vehicles during games so as not to interfere with the ingress or egress of any neighborhood driveway, sidewalk or fire hydrant.

B. They shall leave the neighborhood in clean condition upon completion of each game and prior to departure.

C. The sidewalks, refuse piles and surrounding areas shall not be used for the dumping of trash or the cleaning of cleats.

D. Under no circumstances shall any side-yard, fence or outdoor shrubbery be used as a substitute for a restroom.

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E. There shall be no confrontations of any kind at any time with the neighbors living near the ball field.

F. All reasonable requests pertaining to the parking of vehicles in the neighborhood shall be immediately honored in favor of the residents.

Article XIII – Selection of the Traveling All-Star Teams

Section 1 - Player Selection

There will be four (4) All-Star Selection Meetings for the selection of the 4 Traveling All-Star Teams, each conducted by the VP of Ops. All players, managers and coaches in the Majors and AAA divisions will have a vote for all-stars in their respective divisions. At the conclusion of the regular season, each player, manager and coach will receive a ballot with a list of all players in their respective division except for the players on their own team. Each player, manager and coach will then mark up to 25 players on the ballot provided for their all-star selections.

Once the voting process has concluded, all votes will be tallied by the BOD, and the players with the most votes will be placed on an All-Star team.

The BOD will determine the following matters regarding all-stars: the number of teams; the number of players on a team; the number of announced alternates, if any, and whether they will practice with the teams; the alignment of multiple teams; and tie-breakers in the voting process.

In the event a selected player is unable to play on an All-Star team, the player with the next highest vote total shall be substituted, and so on as applicable.

Any 10 year old player who has been drafted and played on a team in the Majors division during the regular season may be placed on the age 9–10 All-Star team by approval of the BOD.

Any player who is selected to an All-Star team and declines to play for that team may not play for any other All-Star team that season.

The BOD will hold all All-Star team lists until the date determined by the BOD, on that day, each selected All-Star team player will be notified. In addition, the selected All-Star team managers will be provided with a roster of players, including contact information. No player shall ever be made aware of their ranking/vote totals under any circumstances.

The integrity of PLL is of the utmost importance. Therefore any information verbal or written obtained by the BOD indicating All-Star player selection was compromised or predetermined by private communication or a private meeting of the manager/coaches; the BOD will select the All-Star teams based on each team's statistics gathered from their perspective scorebooks. Furthermore, if a potential All-Star player is disregarded in the selection process because of improper conduct by that player's parent(s) during the season the BOD may elect to place that child on the All-Star team after reviewing the child's statistics and conduct.

Section 2 - Manager Ballots

The BOD will select the managers for the respective All-Star teams. A selected manager for an All-Star team may then select the coaches, subject to BOD approval. Any manager or coach who was suspended during the regular season is not eligible to manage/coach an All-Star team.

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- Junior manager/coaches shall be regular season Junior managers/coaches.
- 11-12 manager/coaches shall have been manager/coaches in the Major division.
- 9-10 and 10-11 manager/coaches shall have been managers/coaches in the Major OR Minor Division.

Section 3 - All-Star Manager – Additional Player(s).

As allowed by Little League Baseball, Inc, the Board of Directors shall decide by vote annually weather to elect to place to two (2) additional players on the roster for the active Traveling All-Star Team. In the event that the BOD does not elect to carry 2 additional players, each Traveling All-Star team shall carry 12 players.

Article XIV – Special Awards

Section 1 - Jerry Otto Award

The Jerry Otto Award is given to the most inspirational player on each Traveling All-Star team. An award for each traveling All-Star division shall be awarded by a vote of all players on each respective team. Each team shall vote for the player from their team that demonstrated the qualities of outstanding motivation, inspiration, and leadership for their team and exhibited the highest level of sportsmanship and character. In the event of a tie vote, all players receiving the most votes shall be declared recipients of the award. This award will be voted on at the completion of All-Star play. The managers shall notify the VP of Ops of the selected individual.

Section 2 - Al Chew Award

The Al Chew Perpetual Trophy is an award to honor special PLL volunteers whose work and dedication over the years has far exceeded the level of commitment expected of a community volunteer.

Article XV – Code of Conduct

Today, poor behavior is a widespread problem in youth sports leagues. A goal of the Board is to provide the most positive experience for our players. The actions of managers, coaches, players, volunteers, parents and spectators have the strongest impact and effect on the growth of our children. The conduct of our membership and visitors must exhibit courteous civil behavior and sportsmanship behavior whether on the field or in the stands.

According to Webster's Dictionary, **Sportsmanship** *is the ability of a person who can take loss or defeat without complaint or victory without gloating and who treats his opponents with fairness, generosity and courtesy. Examples of poor sportsmanship*

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include: throwing equipment, using illegal equipment, bad language, arguing with an umpire's judgment call or harassing an umpire, opposing players or spectators.

Most important, remember that Little League baseball is only a game. By the time they arrive at the parking lot after the game, most of the children don't care who won or lost the game. However, if the parents set the tone by criticizing the manager or the umpire, the children will get upset about it, too.

Don't ruin your child's baseball experience. Be positive and supportive.

To reduce any problems at PLL activities, the BOD requests you to adhere to the following important guidelines:

- Players and spectators are allowed ONLY TO ENCOURAGE players through cheering. A positive atmosphere should be maintained at all times.
- Chants or comments that are disrespectful, distracting or derogatory to ANY player, manager, coach or umpire is prohibited.
- DO NOT distract participants from concentrating on the game. This includes the players, coaches, managers or umpires.
- DO watch for safety problems during games and practices to help prevent injuries. This includes watching your other children in the stands or on the surrounding grounds.
- Parents, managers, and coaches are expected to set an example of good sportsmanship at all times by positively encouraging players and not vocally questioning or criticizing umpire calls or manager decisions.
- Umpires have the authority to halt play and, if necessary, eject players, managers, coaches or spectators who are disrespectful, distracting or derogatory and/or engage in other unsportsmanlike conduct to anyone involved in the game.
- Pick up all of your trash and your children's trash after each game or practice. Our playing and practice fields are to be kept clean. Please be responsible and help any time that you can.
- Smoking, smokeless tobacco, alcoholic beverages, or illegal drugs are prohibited by Little League Rules & Regulations where the little league is functioning.

Poor sportsmanship by managers, coaches, players, spectators can result in ejection from the game and removal from the fields. Therefore, the BOD has adopted the following disciplinary actions on misconduct:

Parents and visitors: If any person initiates any physical confrontation or altercation or assault, the Sacramento Police Department will be notified as soon as possible by dialing 9-1-1. Any individuals involved in a physical confrontation will be required to come in front of the BOD and explain their actions. Disciplinary action by the BOD may result in banning or suspension from PLL and its activities. Any individuals involved in verbal confrontations may be required to come in front of the BOD and explain their actions as well.

Article XVI – Amendments

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Section 1 - Rule Changes

Subject to the rules of Little League Baseball Inc., PLL Local Rules may be amended at any time by a majority vote of the PLL Board of Directors. To the extent that any of PLL Local Rules may conflict with the rules and regulations of Little League Baseball, Inc., the rules and regulations of Little League Baseball, Inc. shall prevail and shall be deemed controlling.