



**Bylaws
of
South Vancouver Little League Society**

Little League ID Number 05520609

BC Society Act No. S-55838 as South Vancouver Little League Society

June 21, 2018



Bylaws of South Vancouver Little League Society

Contents

| | |
|--|----|
| ARTICLE I – INTERPRETATION..... | 5 |
| SECTION 1 – Definitions..... | 5 |
| SECTION 2 – Number and Gender | 7 |
| ARTICLE II – MEMBERSHIP | 7 |
| SECTION 1 – Eligibility..... | 7 |
| SECTION 2 – Classes..... | 7 |
| SECTION 3 – Other Affiliations..... | 7 |
| SECTION 4 – Suspension or Termination | 8 |
| ARTICLE III – DUES FOR REGULAR MEMBERS | 8 |
| SECTION 1 – Dues | 8 |
| There shall be no annual membership dues for Regular Members. | |
| SECTION 2 – Good Standing..... | 8 |
| ARTICLE IV – GENERAL MEMBERSHIP MEETINGS | 8 |
| SECTION 1 – Definition..... | 8 |
| SECTION 2 – Notice of Meeting | 8 |
| SECTION 3 – Quorum | 9 |
| SECTION 4 – Voting..... | 9 |
| SECTION 5 – Resolutions..... | 9 |
| SECTION 6 – Annual General Meeting of the Members..... | 9 |
| SECTION 7 – Special General Membership Meetings..... | 10 |
| SECTION 8 – Rules of Order for General Membership Meetings | 10 |
| SECTION 9 – Chair of General Meetings | 10 |
| SECTION 10 – Adjourning and Adjourned Meetings..... | 10 |
| ARTICLE V – BOARD OF DIRECTORS | 11 |
| SECTION 1 – Authority | 11 |
| SECTION 2 – Increase In Number..... | 11 |
| SECTION 3 – Vacancies..... | 11 |
| SECTION 4 – Board Meetings, Notice and Quorum..... | 11 |
| SECTION 5 – Duties and Powers | 12 |
| SECTION 6 – Rules of Order for Board Meetings..... | 12 |
| SECTION 7 – Consolidation of Power..... | 12 |



Bylaws of South Vancouver Little League Society

| | |
|---|----|
| SECTION 8 – Validity of Acts of Directors | 12 |
| ARTICLE VI – DUTIES AND POWERS OF THE BOARD | 12 |
| SECTION 1 – Appointments | 12 |
| SECTION 2 – President | 12 |
| SECTION 3 – Vice President | 13 |
| SECTION 4 – Secretary | 13 |
| SECTION 5 – Treasurer | 13 |
| SECTION 6 – Player Agent | 14 |
| SECTION 7 – Safety Officer..... | 14 |
| SECTION 8 – Head Coach | 14 |
| SECTION 9 – Registrar | 15 |
| SECTION 10 – Umpire-In-Chief..... | 15 |
| SECTION 11 – Appointed Officers | 15 |
| League Information Officer | 15 |
| Sponsorship Coordinator..... | 15 |
| Concession Manager | 15 |
| ARTICLE VII – EXECUTIVE COMMITTEE | 16 |
| SECTION 1 – Membership..... | 16 |
| SECTION 2 – Powers..... | 16 |
| SECTION 3 – Quorum | 16 |
| ARTICLE VIII – OTHER COMMITTEES | 16 |
| SECTION I – Nominating Committee..... | 16 |
| SECTION 2 – Membership Committee..... | 16 |
| SECTION 3 – Finance Committee | 16 |
| SECTION 4 – Building and Property Committee | 17 |
| SECTION 5 – Grounds Committee..... | 17 |
| SECTION 6 – Playing Equipment Committee | 17 |
| SECTION 7 – Managers Committee | 17 |
| SECTION 8 – Umpire Committee | 17 |
| SECTION 9 – District Committee..... | 17 |
| SECTION 10 – Auxiliary Committee | 17 |
| SECTION 11 – Auditing Committee..... | 18 |



Bylaws of South Vancouver Little League Society

| | |
|--|----|
| SECTION 12 – Minor League Committee | 18 |
| SECTION 13 – Discipline Committee | 18 |
| ARTICLE IX – AFFILIATION..... | 18 |
| SECTION 1 – Charter | 18 |
| SECTION 2 – Rules and Regulations..... | 18 |
| SECTION 3 – Local Rules, Ground Rules and/or Bylaws..... | 18 |
| SECTION 4 – Non-Profit Status..... | 19 |
| ARTICLE X – FINANCIAL AND ACCOUNTING | 19 |
| SECTION 1 – Authority | 19 |
| SECTION 2 – Contributions | 19 |
| SECTION 3 – Solicitations..... | 19 |
| SECTION 4 – Disbursement of Funds | 19 |
| SECTION 5 – Compensation | 19 |
| SECTION 6 – Deposits..... | 19 |
| SECTION 7 – Fiscal Year..... | 19 |
| SECTION 8 – Borrowing..... | 19 |
| ARTICLE XI – BYLAWS | 20 |
| SECTION 1 – Access..... | 20 |
| SECTION 2 – Altering Bylaws..... | 20 |
| APPROVAL | 21 |



Bylaws of South Vancouver Little League Society

ARTICLE I – INTERPRETATION

SECTION 1 – DEFINITIONS

In these Bylaws:

- (a) **“Active Player”** means, at a particular time, any person:
 - (i) who meets the requirements under Little League Regulation IV to participate on a team in the house league organized by the League or as a player on an all-star or tournament team representing the League;
 - (ii) as to whom the requisite registration fee has been paid to the League or waived by the League; and
 - (iii) whom the Registrar has so registered, and who remains so registered, in the League records;
- (b) **“Board”** means the board of directors, comprising the Directors in office from time to time;
- (c) **“Constitution”** means the constitution established for the League in accordance with the Society Act, as said constitution exists from time to time;
- (d) **“Director”** means a director of the League from time to time;
- (e) **“League”** means South Vancouver Little League Society;
- (f) **“Member”** means, from time to time, a person admitted as a Regular Member under Article II Section 2 below whose membership has not ceased under Article II below;
- (g) **“Officer”** means, from time to time, a person holding the office, pursuant to these Bylaws, of President, Vice-President, Treasurer, Secretary, Registrar, or Player Agent or as otherwise outlined in Article V, and to the extent authorized by the Board, each of whom shall represent the League in all matters concerning its day-to-day interests and the management of its day-to-day affairs;
- (h) **“Ordinary Resolution”** means:
 - (i) a resolution passed in a general meeting by the Members by a simple majority of the votes cast in person, or



Bylaws of South Vancouver Little League Society

- (ii) a resolution that has been submitted to the Members and consented to in writing by not less than 75% of the Members, and a resolution so consented to is deemed to be an ordinary resolution passed at a general meeting;
 - (iii) **“President”** means, from time to time, the person holding the office of President pursuant to these Bylaws;
 - (iv) **“Player Agent”** means, from time to time, the person holding the office of Player Agent pursuant to these Bylaws;
 - (v) **“Registrar”** means, from time to time, the person holding the office of Registrar pursuant to these Bylaws;
 - (vi) **“Secretary”** means, from time to time, the person holding the office of Secretary from time to time;
- (i) **“Society”** means South Vancouver Little League Society;
- (j) **“Society Act”** means the Society Act of the Province of British Columbia from time to time in force and all amendments to it;
- (k) **“Special Business”** has the meaning given to it in Bylaw 4.2 below;
- (l) **“Special Resolution”** means:
- (i) a resolution passed in a general meeting by a majority of not less than 75% of the votes of the Members who vote in person;
 - (A) of which not less than 14 days’ notice has been given under Bylaw 3.4(a) below, specifying the intention to propose the resolution as a special resolution, or
 - (B) if every Member agrees, at a meeting of which less than 14 days’ notice has been given, or
 - (ii) a resolution that has been submitted to the Members and consented to in writing by every Member, and a resolution so consented to is deemed to be a special resolution passed at a general meeting.
- (m) **“Treasurer”** means, from time to time, the person holding the office of Treasurer pursuant to these Bylaws.
- (n) **“Vice-President”** means, from time to time, the person or persons holding the office(s) of Vice-President pursuant to these Bylaws.



Bylaws of South Vancouver Little League Society

SECTION 2 – NUMBER AND GENDER

Words importing the singular include the plural and vice versa; and words importing a male person include a female person and a corporation and vice versa.

ARTICLE II – MEMBERSHIP

SECTION 1 – ELIGIBILITY

Any person sincerely interested in active participation to further the objective of this League may apply to become a Member. Every Member must uphold the Constitution and comply with these Bylaws.

SECTION 2 – CLASSES

There shall be the following classes of Members:

- (a) **Player Members.** Any player candidate meeting the requirements of Little League Regulation IV shall be eligible to compete for participation. Player Members shall have no rights, duties or obligations in the management or in the property of the League.
- (b) **Regular Members.** Any adult (having attained the age of 18) person actively interested in furthering the objectives of the League may become a Regular Member upon election and payment of dues as hereinafter provided. The Secretary shall maintain the roll of membership to qualify voting members. Only Regular Members in good standing are eligible to vote at General Membership Meetings. Regular Members include:
 - (i) all Society Officers, League Board Members, and League Committee Members
 - (ii) all appointed volunteer League Coordinators
 - (iii) all team Managers and Coaches
 - (iv) all volunteer Umpires
 - (v) all Team Parents and designated team Scorekeepers
 - (vi) the Little League District Administrator and any Assistant District Administrator(s) for the League and all board members of Little League British Columbia
 - (vii) each person who, from time to time, has the status of parent or guardian of any Player Member
 - (viii) each person the Board recognizes, from time to time, as a volunteer for the League
- (c) **Honorary Members.** Any person may be elected as Honorary Member by a majority vote of all Directors present at any duly held meeting of the Board of Directors but shall have no rights, duties or obligations in the management or in the property of the League.
- (d) **Sustaining Members.** Any person not a Regular Member who makes financial or other contribution to the League may by a majority vote of the Board of Directors become a Sustaining Member, but such person shall have no rights, duties or obligations in the management or in the property of the League.

SECTION 3 – OTHER AFFILIATIONS

- (a) Members shall not be required to be affiliated with another organization or group to qualify as members of the League.



Bylaws of South Vancouver Little League Society

- (b) Regular Members should not be actively engaged in the promotion and/or operation of any other baseball program except as approved by Little League British Columbia.

SECTION 4 – SUSPENSION OR TERMINATION

A person immediately ceases to be a Member in each of the following cases:

- (a) on the Secretary's receipt of his or her resignation from membership;
- (b) if the person is qualified to be a Member solely by virtue of being a Director, on ceasing to be a Director;
- (c) if the person is qualified to be a Member solely by virtue of his or her status as the parent or guardian of any Active Player, on ceasing to have such status;
- (d) if the person is qualified to be a Member solely by virtue of the Board's designation under Section 2(b) above, on the Board's removal of said designation;
- (e) on his or her death;
- (f) on being expelled from membership by the Board, by majority vote of the Directors present at any duly constituted Board meeting, if:
 - a. the expulsion is based on the Directors' opinion that the conduct of such person is detrimental to the best interests of the League; and
 - b. the person was notified of the meeting, informed of the charges against him or her, and given an opportunity to appear at the meeting to answer such charges.

ARTICLE III – DUES FOR REGULAR MEMBERS

SECTION 1 – DUES

THERE SHALL BE NO ANNUAL MEMBERSHIP DUES FOR REGULAR MEMBERS.

SECTION 2 – GOOD STANDING

All Regular Members are in good standing.

ARTICLE IV – GENERAL MEMBERSHIP MEETINGS

SECTION 1 – DEFINITION

A General Membership Meeting is any meeting of the membership of the League (including Special General Membership Meetings, Section 7 below). A minimum of one Annual General Meeting (see Section 6) is required every fiscal year, and not more than 15 months after the last preceding Annual General Meeting.

SECTION 2 – NOTICE OF MEETING

Notice of each General Membership Meeting shall be publicly published or delivered personally, electronically or by mail at the last recorded address to each Member at least fourteen (14) days in advance of the meeting. Said notice shall set forth the place, time and purpose of the meeting. In lieu of the above methods, notice may be given in such form as may be authorized by the Members, from time to time, at a regularly convened



Bylaws of South Vancouver Little League Society

meeting by unanimous vote. Accidental omission to give notice of a meeting to, or the non-receipt of notice of a meeting by, any Member shall not invalidate the proceedings at that meeting.

SECTION 3 – QUORUM

At any General Membership Meeting, the presence in person or representation by written proxy or absentee ballot 15 Regular Members (as defined in Article –II above) shall be necessary to constitute a quorum. If a quorum is not present, no business shall be conducted.

If a General Membership Meeting is convened upon the requisition of Regular Members in accordance with the Society Act and quorum under Section 3 above is not present within 30 minutes from the time appointed for the meeting, the meeting shall be dissolved.

SECTION 4 – VOTING

- (a) Only Regular Members shall be entitled to make motions and vote at General Membership Meetings. However, the Board of Directors may invite, admit and recognize guests for presentations or comments during General Membership Meetings.
- (b) Each Regular Member present in person at a general meeting of the League is entitled to one vote.
- (c) Voting by proxy or absentee ballot is not permitted.
- (d) Voting is by show of hands. The chair must declare to the meeting the decision on every question in accordance with the result of the show of hands and such decision must be entered in the minutes of the meeting. A declaration by the chair that a resolution has been carried unanimously, or by a particular majority, or not carried by particular majority, and an entry to that effect shall be placed in the minutes of the meeting.

SECTION 5 – RESOLUTIONS

- (a) No resolution proposed at a meeting need be seconded and the chair of a meeting may move or propose a resolution.
- (b) In case of an equality of votes, the chair of the meeting is not entitled to a casting or second vote in addition to the vote to which the chair may be entitled as a Member, and the resolution will not pass.
- (c) Unless the Constitution, these Bylaws, or the Society Act otherwise provide, any action to be taken by a resolution of the Members may be taken by an Ordinary Resolution.

SECTION 6 – ANNUAL GENERAL MEETING OF THE MEMBERS

The Annual General Meeting of the Members of the League shall be held for the purpose of conducting League business:

- (a) The Membership shall receive the League a report, verified by the President and Treasurer, or by a majority of the Directors, showing:
 - (1) The condition of the League, to be presented by the President or his/her designate.
 - (2) A general summary of funds received and expended by the League for the previous fiscal year, the amount of funds currently in possession of the League, and the name of the financial institution in which such funds are maintained.



Bylaws of South Vancouver Little League Society

- (3) Where an auditor has been designated, the audited financial reports.
- (b) At the Annual General Meeting, the Members shall determine the number of Directors to be elected for the ensuing year and shall elect such number of Directors. The number of Directors elected shall be not less than seven (7). After the election, the Board of Directors shall assume the performance of its duties on September 1. The Board's term of office shall continue until its successors are elected and qualified under this section.
 - (c) The Officers of the Board of Directors shall include, at a minimum, the President, one or more Vice Presidents, Treasurer, Secretary, one or more Player Agents, a Safety Officer and a Head Coach. The Board shall also include a minimum of one team manager and one volunteer umpire.
 - (d) After the Board of Directors is elected, the Board shall meet to elect the officers.
 - (e) Any business that is brought under consideration by the report of the Directors
 - (f) Other business that, under these Bylaws, ought to be conducted at an Annual General Meeting
 - (g) Special Business which is all business at an Annual General Meeting except the business as set out in clauses (a) through (f) above.

SECTION 7 – SPECIAL GENERAL MEMBERSHIP MEETINGS

Special General Membership Meetings of the Members may be called by the Board of Directors or by the Secretary or President at their discretion. The subject specified will be considered Special Business. No business other than Special Business in the notice of the meeting shall be transacted at any Special General Membership Meeting. Such Special General Membership Meeting shall be scheduled to take place with no less than fourteen (14) days notice after the request is received by the President or Secretary.

SECTION 8 – RULES OF ORDER FOR GENERAL MEMBERSHIP MEETINGS

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

SECTION 9 – CHAIR OF GENERAL MEETINGS

The President or, if the President is absent, the Vice-President is entitled to preside as chair at every general meeting of the Society. If the President and the Vice-President are absent or unwilling to act as chair, the Directors present may choose one of their number to be chair. If all the Directors present decline to take the chair or fail to choose one of their number to be chair, or if no Director is present, the Members present may choose one of their number to be chair.

SECTION 10 – ADJOURNING AND ADJOURNED MEETINGS

The chair may, and if so directed by the meeting must, adjourn the meeting from time to time and from place to place, but no business may be transacted at any adjourned meeting other than business left unfinished at the meeting from which the adjournment took place. If a meeting is adjourned for more than ten days, notice of the adjourned meeting must be given as in the case of an original meeting. Otherwise, it is not necessary to give any notice of an adjourned meeting or of the business to be transacted at an adjourned meeting.



Bylaws of South Vancouver Little League Society

ARTICLE V – BOARD OF DIRECTORS

SECTION 1 – AUTHORITY

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

SECTION 2 – INCREASE IN NUMBER

The number of Board of Directors so fixed at the Annual General Meeting may be increased at any Annual General Membership Meeting or Special Meeting. If the number is increased, the additional Directors may be elected at the meeting at which the increase is voted, or at any subsequent General Membership Meeting. All elections of additional Directors shall be by majority vote of all Regular Members present.

The League will have no less than six (6) and not more than twelve (12) Directors.

SECTION 3 – VACANCIES

If any vacancy occurs in the Board of Directors, by death, resignation or otherwise, it may be filled by a majority vote of the remaining Directors at any regular Board meeting or at any Special Board Meeting called for that purpose.

During a vacancy, the continuing Directors may act in accordance with their authority. If the number of Directors is less than the minimum number in Section 2 above, the Directors may only act for the purpose of summoning a General Meeting of the League.

SECTION 4 – BOARD MEETINGS, NOTICE AND QUORUM

Regular meetings of the Board of Directors shall be held on such days as shall be determined by the Board.

- (a) The President or the Secretary may, whenever they deem it advisable, or the Secretary shall at the request in writing of three (3) Directors, issue a call for a Special Board Meeting. In the case of Special Board Meetings, such notice shall include the purpose of the meeting and no matters not so stated may be acted upon at the meeting.
- (b) Notice of each Board meeting shall be given by the Secretary personally, electronically or by mail to each Director at least seven (7) days before the time appointed for the meeting to the last recorded address of each Director.
- (c) Four (4) members of the Board of Directors shall constitute a quorum for the transaction of business. If a quorum is not present, no business shall be conducted.
- (d) Only members of the Board of Directors may make motions and vote at meetings of the Board of Directors. However, the Board of Directors may invite, admit and recognize guests for presentations or comments during Board meetings.
- (e) The Directors must meet at least once during each calendar quarter.
- (f) Accidental omission to give notice of a meeting to, or the non-receipt of notice of a meeting by, any Director will not invalidate the proceedings at the meeting.



Bylaws of South Vancouver Little League Society

SECTION 5 – 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 League as it may deem proper, provided such rules and regulations do not conflict with these Bylaws.

The Board shall have the power by majority 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 League in accordance with the procedure set forth in Article II, Section 4.

SECTION 6 – RULES OF ORDER FOR BOARD MEETINGS

Robert's Rules of Order shall govern the proceedings of all Board of Directors meetings, except where same conflicts with these Bylaws. Acceptance of minutes shall be deemed acceptance of the reports provided.

SECTION 7 – CONSOLIDATION OF POWER

No one household, as determined by legal marriage or residency, may occupy more than one (1) position on the Board of Directors.

SECTION 8 – VALIDITY OF ACTS OF DIRECTORS

All acts done by any meeting of the Directors or of a committee of Directors, or by any person acting as a Director, is, notwithstanding that afterwards it is discovered that there was some defect in the qualification, election or appointment of any such Directors or of the members of such committee or person acting as a Director, or that they or any of them were disqualified, as valid as if every such person had been duly elected or appointed and was qualified to be a Director.

ARTICLE VI – DUTIES AND POWERS OF THE BOARD

SECTION 1 – APPOINTMENTS

The Board of Directors may appoint such other officers or agents as it may deem necessary or desirable, and may prescribe the powers and duties of each. Appointed officers or agents shall have no vote on actions taken by the Board of Directors unless such individuals have been elected to the Board by the membership or have been elected to fill a vacancy on the Board.

SECTION 2 – PRESIDENT

The President shall:

- (a) Conduct the affairs of the League and execute the policies established by the Board of Directors.
- (b) Present a report of the condition of the League at the Annual General Meeting.
- (c) Communicate to the Board of Directors such matters as deemed appropriate, and make such suggestions as may tend to promote the welfare of the League.



Bylaws of South Vancouver Little League Society

- (d) Be responsible for the conduct of the 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 League by that organization.
- (e) Designate in writing other officers, if necessary, to have power to make and execute for/and in the name of the League such contracts and leases they may receive and which have had prior approval of the Board.
- (f) Investigate complaints, irregularities and conditions detrimental to the League and report thereon to the Board or Executive Committee as circumstances warrant.
- (g) With the assistance of the Player Agent, examine the application and support proof-of age documents of every player candidate and certify to residence and age eligibility before the player may be accepted for tryouts and selection.
- (h) Serve as the contact person for Little League International.
- (i) Have no vote in meetings of the Board of Directors except to break a tied vote.

SECTION 3 – VICE PRESIDENT

The Vice President shall:

- (a) Perform the duties of the President in the absence or disability of the President, provided he or she is authorized by the President or Board so to act. When so acting, the Vice President shall have all the powers of that office.
- (b) Perform such duties as from time to time may be assigned by the Board of Directors or by the President.

SECTION 4 – SECRETARY

The Secretary shall:

- (a) Be responsible for recording the activities of the League and maintain appropriate files, mailing lists and necessary records.
- (b) 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 of Directors.
- (c) Maintain a list of all Regular, Sustaining and Honorary Members, Directors and committee members and give notice of all meetings of the League, the Board of Directors and Committees.
- (d) Keep the minutes of the meetings of the Members, the Board of Directors and the Executive Committee, and cause them to be recorded.
- (e) 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.
- (f) Notify Members, Directors, Officers and committee members of their election or appointment.

SECTION 5 – TREASURER

The Treasurer shall:

- (a) Perform 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 of Directors.
- (b) Receive all moneys and securities, and deposit same in a depository approved by the Board of Directors.



Bylaws of South Vancouver Little League Society

- (c) Keep records for the receipt and disbursement of all moneys and securities of the League, including the Auxiliary, approve all payments from allotted funds and draw cheques therefore in agreement with policies established in advance of such actions by the Board of Directors. All disbursements by cheque must have dual signatures.
- (d) Prepare an annual budget, under the direction of the President, for submission to the Board of Directors at the Annual Meeting.
- (e) Prepare an annual financial report, under the direction of the President, for submission to the Membership and Board of Directors at the Annual Meeting, and to Little League International.

SECTION 6 – PLAYER AGENT

The Player Agent shall:

- (a) Record all player transactions and maintain an accurate and up-to-date record thereof.
- (b) Conduct the tryouts, the player draft, and all other player transaction or selection meetings.
- (c) Prepare the Player Agent's list.
- (d) Prepare for the President's signature and submission to Little League International, team rosters, including players claimed, and the tournament team eligibility affidavit.
- (e) Notify Little League International of any subsequent player replacements or trades.
- (f) Administer the divisional player pool.

SECTION 7 – SAFETY OFFICER

The Safety Officer shall:

- (a) Be responsible to create awareness, through education and information, of the opportunities to provide a safer environment for children and all participants of Little League.
- (b) Develop and implement a plan for increasing safety of activities, equipment and facilities through education, compliance and reporting.

NOTE: In order to implement a safety plan using education, compliance and reporting, the following suggestions may be utilized by the Safety Officer:

- (1) Education - Should facilitate meetings and distribute information among participants including players, managers, coaches, umpires, league officials, parents, guardians and other volunteers.
- (2) Compliance - Should promote safety compliance leadership by increasing awareness of the safety opportunities that arise from these responsibilities.
- (3) 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.

SECTION 8 – HEAD COACH

The Head Coach shall:

- (a) Represent coaches/managers in the League.
- (b) Present a coach/manager training budget to the board.
- (c) Gain the support and funds necessary to implement a league-wide training program.
- (d) Order and distribute training materials to players, coaches and managers.
- (e) Coordinate clinics as necessary.



Bylaws of South Vancouver Little League Society

SECTION 9 – REGISTRAR

The Registrar shall:

- (a) Set and advertise registration dates and locations.
- (b) Set up and manage online registration.
- (c) Maintain registration records, including required proofs of age and residence.
- (d) Receive and review applications for player candidates and assist the President in verifying residence and age eligibility.
- (e) Disperse registration information to board members and officers as needed.

SECTION 10 – UMPIRE-IN-CHIEF

The Umpire-In-Chief shall:

- (a) Represent umpires in the League.
- (b) Maintain a roster of active umpires.
- (c) Handle umpire training and on-field umpire skills development.
- (d) Schedule umpires for all divisions.
- (e) Serve as a member of any protest or disciplinary committee.

SECTION 11 – APPOINTED OFFICERS

The following officers will be appointed by the Board.

League Information Officer

The League Information Officer shall:

- (a) Set up and manage the League's official website, social media, and other internet assets.
- (b) Ensure that league news and scores are updated online on a regular basis.
- (c) Collect, post, and distribute important information on league activities including direct dissemination of fundraising and sponsor activities to Little League Baseball, Incorporated, the district, the public, league members, and the media.
- (d) Serve as primary contact person for Little League regarding optimizing use of the Internet for league administration and for distributing information to league members and to Little League Baseball, Incorporated.

Sponsorship Coordinator

The Sponsorship Coordinator shall:

- (a) Solicit and secure local sponsorship to support league operations.
- (b) Collect and review sponsorship opportunities.
- (c) Maintains financial records sponsorship initiatives and reports income and expenses to the Treasurer.

Concession Manager

The Concession Manager shall:

- (a) Maintain the operation of concession facilities.
- (b) Organize the purchase of concession products.
- (c) Be responsible for the management of the concession sales at league events.



Bylaws of South Vancouver Little League Society

- (d) Schedule volunteers to work the concession during league events.
- (e) Maintain financial records of concession operations and reports income and expenses to the Treasurer.

ARTICLE VII – EXECUTIVE COMMITTEE

SECTION 1 – MEMBERSHIP

The Board of Directors may appoint an Executive Committee which shall consist of not less than three (3) nor more than five (5) Directors, one of whom shall be the President of the League.

SECTION 2 – POWERS

The Executive Committee shall advise with and assist the Officers of the League in all matters concerning its interests and the management of its affairs, and shall have such other powers as may be delegated to it by the Board, but in no event will the Executive Committee have authority over the Board of Directors.

SECTION 3 – QUORUM

At any meeting of the Executive Committee, a majority of the total number of members then in office shall constitute a quorum for the transaction of business, and the act of a majority present at any meeting at which there is a quorum shall be the act of the Committee.

ARTICLE VIII – OTHER COMMITTEES

SECTION 1 – NOMINATING COMMITTEE

The Board of Directors may appoint a Nominating Committee consisting of three (3) Directors and other appointed Regular Members. The Committee shall investigate and consider eligible candidates and submit at the Annual Meeting a slate of candidates for the Board of Directors. The Committee shall also submit for consideration by the Board of Directors a slate of Officers and Committee Members.

SECTION 2 – MEMBERSHIP COMMITTEE

The Board of Directors may appoint a Membership Committee consisting of three (3) Directors and other appointed Regular Members. The Committee shall receive the names of prospective Honorary, Sustaining and Regular Members, investigate for eligibility and recommend those qualified for election at the annual, regular or any special meeting of the Members or the Board of Directors as the case may be.

SECTION 3 – FINANCE COMMITTEE

The Board of Directors may appoint a Finance Committee consisting of not less than three (3) nor more than five (5) Directors. The Treasurer shall be an ex-officio member of the Committee. The Committee shall investigate ways and means of financing the League including team sponsorships and submit recommendations. It shall be responsible for taking up collections at games, if such collections are authorized by the League, and shall turn over said collections to the Treasurer immediately after each game.



Bylaws of South Vancouver Little League Society

SECTION 4 – BUILDING AND PROPERTY COMMITTEE

(May be combined with Grounds Committee) The Board of Directors may appoint a Building and Property Committee consisting of three (3) Directors and other appointed Regular Members. The Committee shall investigate and recommend available, suitable sites and plans for development, including ways and means, the latter in cooperation with the Finance Committee. It shall be responsible for repair and improvement recommendations, other than normal maintenance, and supervise the performance of approved projects.

SECTION 5 – GROUNDS COMMITTEE

(May be combined with Building and Property Committee) The Board of Directors may appoint a Grounds Committee which shall be responsible for the care and maintenance of the playing field(s), buildings and grounds. It shall operate within the amount appropriated in the approved budget for that purpose.

SECTION 6 – PLAYING EQUIPMENT COMMITTEE

The Board of Directors may appoint a Playing Equipment Committee which shall secure bids on needed supplies and equipment and make recommendations for their purchase to the Board. The Committee shall be responsible for the proper issuance of such supplies and equipment and for the repair, cleaning and storage thereof at the close of the season.

SECTION 7 – MANAGERS COMMITTEE

The Board of Directors may appoint a Managers Committee consisting of three (3) Directors. The Committee shall interview and investigate prospective managers and coaches, including those for the Minor League teams and recommend acceptable candidates to the President, for appointment and subsequent approval by the Board of Directors. It shall, during the playing season, observe the conduct of the managers and coaches and report its findings to the President of the League. It shall, at the request of the President or Board of Directors, investigate complaints concerning managers and coaches and make a report thereof to the President or Board of Directors as the case may be.

SECTION 8 – UMPIRE COMMITTEE

The Board of Directors may appoint an Umpire Committee consisting of three (3) Directors and other appointed Regular Members. The League President shall be chairman of any such Committee. The Committee shall recruit, interview and recommend to the President for appointment a staff of umpires, including a chief umpire and replacements. When appointed, the staff of umpires shall be under the personal direction of the League President, assisted by the Umpire-In-Chief who shall train, observe and schedule the staff.

SECTION 9 – DISTRICT COMMITTEE

The Board of Directors may appoint a District Committee consisting of the League President as chairman and two (2) other Directors. The Committee shall assist the District Administrator in interleague district functions including the selection of members of the District Administrator's Advisory Committee and the selection of tournament sites and area tournament directors.

SECTION 10 – AUXILIARY COMMITTEE

The Board of Directors may appoint an Auxiliary Committee consisting of the League Treasurer and two (2) other Directors and other appointed Regular Members. The Committee shall coordinate the activities of the



Bylaws of South Vancouver Little League Society

Auxiliary. It shall review and evaluate auxiliary projects for raising money and disposition of profits, and make recommendations to the Board. The Board of Directors shall approve in advance all projects and actions of the Auxiliary.

SECTION 11 – AUDITING COMMITTEE

The Board of Directors may appoint an Auditing Committee consisting of three (3) Directors. The President, Treasurer or signatories of cheques are not eligible. The Committee will review the League's books and records annually prior to the Annual Meeting and attach a statement of its findings to the annual financial statement of the President and Treasurer; or may, if directed by the Board of Directors or Membership, secure the services of an independent auditor to accomplish such review.

SECTION 12 – MINOR LEAGUE COMMITTEE

The Board of Directors may appoint a Minor League Committee consisting of three (3) Directors. The Chairman of the Committee shall be the Minor League Vice President and be responsible to the League President for the proper conduct of the Minor League operation.

SECTION 13 – DISCIPLINE COMMITTEE

The Board of Directors may appoint a Discipline Committee consisting of four (4) Members, consisting of the Umpire-In-Chief, President, Head Coach, and a Regular Member not sitting on the Board of Directors. Discipline Committee Directors will be replaced on a temporary basis for real or perceived conflict of interest by first the Vice President then other Directors as determined by a majority vote of the remaining Board of Directors. Discipline Committee Regular Member will be replaced on a temporary basis for real or perceived conflict of interest by another Regular Member.

ARTICLE IX – AFFILIATION

SECTION 1 – CHARTER

The League shall annually apply for a charter from Little League Baseball, Incorporated, and shall do all things necessary to obtain and maintain such charter. The League shall devote its entire energies to the activities authorized by such charter and it shall not be affiliated with any other program or organization or operate any other program.

SECTION 2 – RULES AND REGULATIONS

The Official Playing Rules and Regulations as published by Little League Baseball, Incorporated, Williamsport, Pennsylvania, shall be binding on this League.

SECTION 3 – LOCAL RULES, GROUND RULES AND/OR BYLAWS

The local rules of this League shall be adopted by the Board of Directors at a meeting to be held not less than one month previous to the first scheduled game of the season, but shall in no way conflict with the Rules, Regulations and Policies of Little League Baseball, Incorporated, nor shall they conflict with these Bylaws or Constitution. The local rules of this League shall expire at the end of each fiscal year.



Bylaws of South Vancouver Little League Society

SECTION 4 – NON-PROFIT STATUS

The League shall maintain incorporation as a non-profit society under the Society Act of British Columbia.

ARTICLE X – FINANCIAL AND ACCOUNTING

SECTION 1 – AUTHORITY

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

SECTION 2 – CONTRIBUTIONS

The Board shall not permit the contribution of funds or property to individual teams but shall solicit funds for the common treasury of the League, thereby to discourage favouritism among teams and to endeavor to equalize the benefits of the League.

SECTION 3 – SOLICITATIONS

The Board shall not permit the solicitation of funds in the name of the League unless all of the funds so raised be placed in the League treasury.

SECTION 4 – DISBURSEMENT OF FUNDS

The Board shall not permit the disbursement of League funds for other than the conduct of League activities in accordance with the rules, regulations and policies of Little League Baseball, Incorporated. All disbursements shall be made by cheque. All cheques shall be signed by the League Treasurer and another officer or officers as the Board of Directors shall determine.

SECTION 5 – COMPENSATION

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

SECTION 6 – DEPOSITS

All monies received, including Auxiliary Funds, shall be deposited to the credit of the League at a financial institution determined by the Treasurer.

SECTION 7 – FISCAL YEAR

The fiscal year of the League shall begin on October 1 and shall end on September 30.

SECTION 8 – BORROWING

The Directors and Officers may not borrow money in the name of the League or Society for the purposes of operating the League or other reasons.



Bylaws of South Vancouver Little League Society

ARTICLE XI – BYLAWS

SECTION 1 – ACCESS

Each Member is entitled to, upon request, a copy of these Bylaws or Constitution.

SECTION 2 – ALTERING BYLAWS

These Bylaws may be amended, repealed or altered in whole or in part by a majority vote at any duly organized meeting of the Board provided notice of the proposed change is included in the notice of such meeting. Changes of said Bylaws will be filed in accordance with the British Columbia Societies Act and Little League International.



Bylaws of South Vancouver Little League Society

APPROVAL

These Bylaws were approved by the South Vancouver Little League Membership at the Annual General Meeting held June 21, 2018.

President's Name: Paul Steele

Date: June 21, 2018

Little League ID No. 05520609

Society Act No. S-55838 as South Vancouver Little League Society

The most recently approved copy of this League's Bylaws on file at Little League Regional Headquarters and/or with BC Societies Act is the official Bylaws of South Vancouver Little League Society.