



Bradley - Bourbonnais PONY League **Constitution**

Article I - Name and Location

The league shall be known as Bradley – Bourbonnais PONY League, hereinafter referred to as the "League", a member of PONY Baseball, Inc. a non-profit Pennsylvania corporation.

The locations of the League shall be in the Village of Bourbonnais, County of Kankakee, State of Illinois and the Village of Bradley, County of Kankakee, and the State of Illinois.

Article II - Statement Of Policy

It shall be the policy of the League so to conduct its activities that the physical and moral welfare of the young people for whose benefit it is organized shall remain paramount and all matters of policy shall be determined on that basis.

No person who is a member of or who is employed by or who is in any way connected with the League shall receive any personal financial benefit therefore beyond the reasonable value of the services in carrying out the purpose for which the League has been organized.

In order to secure suitable and adequate financial backing to carry out the purpose of the League, it shall be the policy of the League to permit only such sponsorship as is consistent with the purpose for which the League is organized and to select sponsors who are interested in the League solely or principally as a means of contributing to the welfare of young people.

It shall be the policy of the League to prohibit any direct advertising of alcoholic beverages or tobacco products in connection with the League or any of its programs.

Article III - Purpose

The purpose of the League shall be to organize and supervise the playing of baseball under specialized rules and regulations, to secure suitable and adequate financial backing for these purposes, and to provide suitable playing facilities and equipment for these purposes.

Article IV - Membership

Volunteers, adult leaders, parents or guardians of players, team sponsors and other contributors, managers, coaches and other interested adults are eligible for membership.

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Constitution (continued)

Article V - Board Of Directors

The Board of Directors shall be those persons elected by the previous board from those eligible for membership as stated in article IV. This election shall take place in the fall of each year.

In recognition of the general powers of the Board of Directors exercised by virtue of their office, they shall have the power: to purchase or otherwise acquire for the League any property, right or privilege which the League is authorized to acquire, at such price or consideration and upon such terms as the Board of Directors may deem expedient and as is approved by majority vote; to appoint or remove or suspend subordinate agents or volunteers and to determine their duties and fix their salaries; to determine who shall be authorized, on behalf of the League, to sign bills, notices, receipts, acceptances, endorsements, checks, releases, contracts, and any other instruments; to delegate any of the powers of the Board of Directors to any committee or any officer or agent of the League, with any powers as the Board of Directors may see fit to grant and to generally do all such lawful acts and take actions as may be necessary and proper.

Article VI - Officers

The officers of the League shall consist of a President, Vice President, Secretary, Treasurer and Player Agent.

Article VII - Government

The government of the League shall be under the direct supervision of the officers and the Board of Directors.

All rules governing the playing of baseball, the legality of players and related questions shall be in accordance with the Rules and Regulations of PONY Baseball, Inc., with such modifications adopted by the Board of Directors of the League and approved by PONY Baseball, Inc.

Article VIII - Bylaws

Any Bylaws, not consistent with this Constitution, embodying additional provisions for the government of the Corporation, shall be adopted and may be amended by the Board of Directors.

Article IX - Amendments

Section 1-This Constitution may be amended only by a majority vote of the Board of Directors at a regular meeting.



Bradley - Bourbonnais PONY League **Bylaws**

Article I - Election of Officers

Section 1 – Nominations Prior to or at the fall meeting the Board of Directors shall obtain and nominate officers for the following year.

Section 2 – Term of Office The term of office for all officers shall be one year beginning the day following the annual meeting. All officers shall be eligible for reelection.

Section 3 – Replacement of Officers In the event of the death, resignation, or inability to perform the duties of office for any reason, of any officer, the Board of Directors, by majority vote of the entire board, shall be empowered to select a replacement for such officer who shall serve until the following meeting where annual elections are held.

Article II - Board of Directors

Section 1 – Officers The Board of Directors shall include the President, Vice President, Secretary, Treasurer, Player Agent and other members as decided upon by the serving Board.

Section 2 – Meetings The Board of Directors shall meet on a monthly basis at such time and place determined by the President. Special meetings of the Board may be called by the President, or by the Secretary, upon receipt of the written request of at least three members of the Board of Directors.

Section 3 – Disciplinary Meetings The President shall, upon evidence of misconduct of any player, notify the manager of the team of which the player is a member and the parents of any such player who is less than 18 years of age, within 24 hours of the act. The manager shall appear with the player before the League Player Agent, and at least two other members of the Board of Directors, for consideration of appropriate action. The player's parents or guardian shall be advised of and invited to attend such meeting.

Section 4 – Authority to Discipline The Board of Directors shall have the authority to suspend, discharge or otherwise discipline any member, manager, coach, player, league official, umpire or other person whose conduct is considered detrimental to the best interests of the League.

Section 5 – Disciplinary Appeal Any adult (persons 18 years of age or older) who is suspended, removed or otherwise disciplined by the Board of Directors shall have the right to appeal such action before a majority of the members of the Board of Directors at a regular or special meeting called for that purpose.

Article III - Financial Policy

Section 1 - Finances of the League The Board of Directors shall decide all matters pertaining to the finances of the league, bearing the responsibility to conduct the financial affairs of the league in a sound business-like manner.

Section 2 - Solicitation of Funds To equalize the benefits of the League for all participating teams, solicitation of funds shall be for the treasury of the League and contributions to individuals or teams shall be discouraged.

Section 3 – Financial Reports The Board of Directors shall institute policy relative to the preparation and acceptance of an annual budget, and periodic and annual presentation of financial reports.

Article IV - Duties of Officers

Section 1 - The President shall preside at all meetings of the League membership and at all meetings of the Board of Directors; shall serve as the Chief Executive Officer of the League; shall be an ex-officio member of all standing and special committees and shall perform such other duties as are normally associated with the office of President.

Section 2 - The Vice President shall perform such duties as may be assigned by the President; shall otherwise assist the President in the performance of the President's duties and shall preside at meetings in the absence of the President.

Section 3 - The Secretary shall have custody of the Constitution and Bylaws, and all other records of the League; shall keep an accurate record of the meetings and other activities of the League and of the Board of Directors; shall be responsible for all correspondence on behalf of the League and shall transmit all records and correspondence to any person elected to succeed him or her in that office.

Section 4 - The Treasurer shall receive and disburse all funds with the approval of the Board of Directors; shall keep an accurate account of all funds received and disbursed for the League; shall submit a financial report at all regular meetings and at such other times as may be requested by the President; shall compile an annual report of League finances; shall provide the books of the League and such other documentation as requested for the annual audit and shall transmit all financial records to any person elected to succeed him or her in that office.

Section 5 - The Player Agent shall supervise the annual registration of player candidates, tryout sessions and distribution of players among League teams and shall maintain any listing of eligible players not assigned to teams who may be available as replacement players.

Article V - Special Committees

Special Committees may be appointed by the President for such special purposes as deemed necessary. Committee duties and responsibilities are to be outlined at the time of the appointment and such committees shall be dissolved at the annual meeting following appointment, but may be re-appointed at any time following the annual meeting.

Article VI – Team Selection Process

Section 1 – The Player Agent is responsible for all activities regarding the selection of teams in the League.

All players who are currently not rostered on a League team must try out. The League age is thirteen (13) to fourteen (14).

Section 2 -- Draft Guidelines

- A) The Managers' selection of players depends on the final overall team standings of the previous year.
- B) One of the goals of the draft is to attempt to balance (as close as possible) the number of 14 year-old players on each team. Prior to the draft, the President, the Vice-President, and the Player Agent shall review the number of returning players for each of the existing teams. If, in their opinion, there is an imbalance in the number of returning players for teams, adjustments can be recommended to the Board of Directors who must approve any adjustments to these rules. This adjustment can include the placing of a 14 year-old player on a new or existing team, allowing teams short of 14 year -olds to draft first, or an entire redraft. No players shall be moved from one team to another without consulting the manager of that team, the affected player, and their parents.
- C) The draft will start with the last place team first, and then continue in reverse order of the standings to the first place team.
- D) A maximum of two minutes will be given to each Manager for his draft selection each round.
- E) If a manager review committee determines a need for a coach to be assigned to a team, then that coach's child would be drafted in the first round. As long as a team has a player that was a coach's option, they are ineligible for another coach's option. The coach's option must be a 13 year old.
- F) A manager's option is a second round pick.
- G) Brothers/sisters of players on a present team will be committed before the draft and this will be a third round draft choice.
- H) If a team drafts with a brother/sister option, that child must be committed at that time and will be that teams pick five rounds later.
- I) Each team picks thru draft order until all players are placed.

Article VII – League Rules

Section 1 – Division Rules The official playing rules, with the exceptions and variations contained in the rule book published by PONY Baseball/Softball, Inc., Washington, PA, shall be the “Official Rules of Major League Baseball” completely revised, as released through the office of the Commissioner of Baseball. These rules shall be followed by our league along with the following League rules.

Section 2 – Local League Rules

- Rule 1 If a team has only 8 players by 10 minutes after the scheduled start of a game, it will be considered a forfeit. A scrimmage game **will** be played upon mutual agreement between the two managers, but the outcome of the scrimmage game does not count in the standings. However, all PONY rules still apply and the innings pitched DO COUNT toward a player’s weekly total.
- Rule 2 Every game will have a two-hour fifteen-minute (2:15) No inning may be started two hours after scheduled start time, however; the inning in progress will be completed. The official scorekeeper will be responsible for advising the umpire of the time limit.
- Rule 3 In the event of rain, **players, managers, and coaches** are to report for a scheduled game unless **official notification has been received from a PONY Officer**, Vice President or the Player Agent that the game is canceled. The player agent will reschedule rain outs. Rainouts may be played on Sundays and holidays, if necessary.
- Rule 4 There is no smoking allowed.
- Rule 5 Every player will play at least three innings on the field and have one at bat in each game. Unless it is a shortened game due to weather or the 10-run rule, then each player must play at least two innings on the field and bat once.
- Rule 6 Every player must play at least five complete games during the season.
- Rule 7 In the event of an early finish, the next game will not begin more than 15 minutes prior to a scheduled start. The first game of the day must start at the scheduled time.
- Rule 8 There will be no Sunday practices except in postseason play.
- Rule 9 Each team (managers, coaches, parents, and players) is responsible for field maintenance and picking up the dugout and bleacher area during and after their game.
- Rule 10 One adult over 18 with approved background check must remain in the dugout at all times, if possible.

- Rule 11 All play will stop when any health threatening weather exists. The game will be called by an umpire between the managers.
- Rule 12 All rainout games will be rescheduled by the Player Agent. If a rescheduled game is rained out, it will still be played on the next available field date, trying to keep rescheduled games in chronological order.
- Rule 13 In the event of a tie at the end of the regular season the following tie breaker system will be used:
- a) head to head competition between the tied teams during the regular season
 - b) The tiebreaker will be used to determine draft order only. Both teams will receive a first place plaque.
- Rule 14 It is responsibility of the home team to assist with pregame and postgame field prep and to perform the postgame mound repair as directed.
- Rule 15 Each team will be assigned a week, on a rotating basis, to be responsible for field preparation in the event of inclement weather. The schedule will be provided by the League VP prior to the start of the season. Parents and players should be encouraged to participate.
- Rule 16 All players must be in complete uniform consisting of: long gray pants, uniform shirt, uniform hat and socks before they will be allowed on the playing field. League equipment and uniforms are to be used for League practices, games and special events only. All players, managers and coaches must wear shoes with a closed toe and a closed heel. Out of respect for the game, players must wear shirts tucked in their pants and hats with bills facing forward. All managers and coaches must be in league issued shirts and hats during official league games. Anyone not in compliance cannot participate on the field.

Section 3 – Manager Rules

- Rule 1 The Manager and Coaches are required to help prepare the field for the start of the season, after a rainfall, after each game, and during the season. Parents should be encouraged to participate.
- Rule 2 The Manager or Representative from the last game of the day is to stay until all equipment has been picked up, playing field has been manicured for the next playing day, concession stand has been closed, garbage cleared out, flag has been taken down and all the players have been picked up.
- Rule 3 The Manager and/or coach must also wait for all players to be picked up from practice and practice games before leaving the site themselves.

- Rule 4 Each team may have a maximum of three adults in the playing field. They must be at least 18 years of age with a current approved background check. Violation of the rule is as follows:
 1st Offense: Warning
 2nd Offense: One game suspension
 3rd Offense: Removal of Manager from the team
- Rule 5 All Managers and Coaches must remain in the dugout while a game is in progress.
 EXCEPTIONS: 1) Injury to player
 2) A called time-out
 3) Coach the bases
 ***At least ONE adult MUST remain in the dugout with players at all times!!
- Rule 6 Each Manager is responsible for finding a Team Parent to assist with the team organization, including but not limited to: getting code of conducts signed and returned to league, organizing volunteers for concession stand work, checking the team mailbox weekly, team pictures, team awards, and dispersing and collecting end-of-year manager/ coach reviews.
- Rule 7 All Managers need to call a parent and player meeting prior to the start of the first practice to discuss team policies and procedures, the league rules and code of conduct and what is expected of their players and parents.
- Rule 8 All Managers will provide copies of the League Rules to their players and their parents. Managers are required to explain these rules with all parents and players at the initial team/parent meeting.. League Rules will also be available on the PONY website.
- Rule 9 A Manager (with advanced approval from the division Vice President, the Player Agent, and one other board member) may request, in writing, a one game suspension of a player for disciplinary reasons. Parents will be informed by a representative of the league of any suspension given by the Manager.
- Rule 10 Abusive, profane language will not be tolerated under any circumstance by any Manager or Coach while at the baseball complex or at the practice site. Disciplinary action will be taken as follows for those not abiding by this rule.
 1st offense: One game suspension
 2nd offense: Removal as Manager from the team
- Rule 11 Managers caught intentionally not following the PONY playing rules or League rules will be given the following suspension:
 1st offense: One game suspension
 2nd offense: Removal as Manager from the team

- Rule 12 Managers are required to attend the yearly clean up days, sign-ups, try-outs, and the drafts that are held each year.
- Rule 13 If a Manager fails to follow the minimum play rule for a player, he/she will be given the following consequences:
 1st offense: One game suspension
 2nd offense: Removal as Manager from the team
- Rule 14 The player that was not given his/her minimum play time will then start the next scheduled game and play the complete game.
- Rule 15 According to the Discipline Committee plan, if a manager gets three or more discipline points in a season, he will not be allowed to coach in any post season games.
- Rule 16 Each team will have a written set of team rules that the Manager, Coaches, Parents and Players will sign. The completed/ signed form will need to be turned over to the board at uniform distribution. This form will be kept in the team file at the PONY League field house. If this is not done, you will not be allowed to Manage/Coach in post-season games.
- Rule 17 A Manager that has been suspended from a game for any reason may not be at the baseball complex for his/her team's game during that suspension. No communications of any kind (including electronic devices) can take place during the game between the manager and the coaches and players on the field or in the dugout. Violation of this rule is as follows:
 1st Offense: One ADDITIONAL game suspension
 2nd Offense: Removal of Manager from the team
- Rule 18 There will be no cell phone, pager, or walkie-talkie use allowed inside the playing field. Violation of this rule is as follows:
 1st Offense: Warning
 2nd Offense One game suspension
 3rd Offense: Removal of Manager from the team

It is recommended that a sign be posted in the dugouts.

- Rule 19 All players must play a minimum of three innings per game. This includes one at bat. In a game shortened due to weather or the 10-run rule each player must play a minimum of two innings per game and one at bat. Every player must play **at least** five full games per season. This rule may be prorated based on the number of games a player is eligible to play. If a Manager fails to follow this rule, he/she will be given the following suspension:
 1st offense: One game suspension
 2nd offense: Removal as Manager

EXCEPTION: A manager will not face a suspension in the event the game was shortened due to weather or the 10 run rule. The manager must report the violation to avoid the suspension.

- Rule 20 The player that was not given his/her mandatory innings will then start the next scheduled game and play the complete game.

Article VIII – Code of Conduct

- Section 1** All managers, coaches, players and parents shall sign and abide by the Local League Code of Conduct prior to the start of the season. (See attachment)
- Section 2** All managers, coaches, players and parents will abide by the rules of Little League Baseball regarding conduct both on and off the field.

Article IX – General Rules and Policies

- Section 1** **Weather Conditions** such as lightning, very heavy rains and weather systems that threaten the safety of players must result in immediate cancellation or postponement of practice or once lightning has been detected in the area at the complex where games are being played, an air horn will be sounded as a warning. At that time play must halt at once and everyone *MUST* seek shelter or leave the park's facilities. Games may resume 15 minutes from the last lightning strike if the conditions are still playable.
- Section 2** **Times Two Policy** The Board strongly suggests no less than two adults (suggested as unrelated) with current approved background checks , per team, to be present at all team functions such as games, practices, picnics, etc. The adults present can be a combination of coaches, parents, board members, etc. While the focus of this policy is on the child it also provides protection for the volunteers in case of misunderstandings.
- Section 3** **Financial Expenditures** Any expenditure of \$500.00 or more must have Board approval PRIOR to being spent. Arrangements for expenditures less than \$500.00 must be made with the Treasurer or President prior to being made. All league-issued checks require signatures from **two** members of the Board of Directors.

Article X – Attendants and Subcommittees

Section 1 – Concessions

- A) Concession Stand attendant (*report to Concessions Chairperson*)
- 1) Must be 14 years of age
 - 2) Shall or shall not be compensated as determined by the Board of Directors.
 - 3) Shall be selected and scheduled by the Concessions Chairperson
- B) Concession Stand Manager (*report to Concessions Chairperson*)
- 1) Must be 18 years of age
 - 2) Shall or shall not be compensated as determined by the Board of Directors
 - 3) Shall be selected and scheduled by the Concessions Chairperson
 - 4) It recommended and beneficial to have a current Sanitation Certificate from County Health Department

Section 2 - Umpires (*report to the Umpire in Chief*)

- A) Shall be hired by the Umpire in Chief or the Umpire Consultant
- B) Shall be paid a per game wage as determined by the Board of Directors
- C) Must be 16 years of age
- D) Must have IHSA patch OR attend a yearly umpire clinic offered by BB PONY

Section 3 - Scorekeepers/Announcers: (*report to the Vice President*)

- A) Must be 13 years of age
- B) Shall be compensated as determined by the Board of Directors
- C) Shall be selected and scheduled by the League VP, or other designee
- D) Shall assist in setting up the field prior to the games and closing field after games as directed
- E) Must attend a training session offered by BB PONY
- F) In the event a substitute is needed for a scheduled scorekeeper, the board designee in charge of scheduling will assign the replacement.

Section 4 – Rules/By-Laws/Constitution Review Committee

- A) Shall consist of at least 5 members of the Board of Directors including the President, the Vice President and Player Agent.
- B) Shall collect proposed amendments to the Constitution
- C) Shall meet to review the Constitution and develop a proposal for any amendments to the Constitution to be presented to the Board of Directors for review and discussion at the meeting prior to the Annual General Meeting and approval at the Annual General Meeting.
- D) Shall meet to review the Bradley-Bourbonnais PONY Rules and develop a proposal for any amendments to the rules to be presented to the Board of Directors for review and discussion at the November meeting and approval at the January meeting.

Section 5 – Budget/Finance Committee

- A) The Treasurer shall chair this committee.
- B) The committee shall be comprised of three to five members of the Board of Directors.
- C) The committee shall consider previous years' expenditures and Board of Director member's request to prepare a balanced budget for the following year to presented by the treasurer and approved by the PONY board of directors each November.
- D) The Committee shall investigate ways and means of financing the Local League including team sponsorships and submit recommendations.
- E) It shall be responsible for taking up collections at games and for special events, if such collections are authorized by the Local League, and shall turn over said collections to the Treasurer immediately after each game or event.
- F) The committee will recommend fundraising ideas to the Board and will oversee all fundraising.

Section 6 – Manager Review Committee

- A) The Coaching Coordinator will chair this committee.
- B) The Board of Directors will appoint at least three members to serve on this committee.
- C) The Committee shall interview and investigate prospective managers, and recommend acceptable candidates to the Board for approval.
- D) If necessary, the Committee shall recommend any coach options to the board prior to the draft.
- E) The committee shall prepare the ballot for the tournament team manager vote.

Section 7 – Building/Property/Grounds Committee

- A) Appointed by the Board of Directors, at least three members will serve on this committee.
- B) The Committee shall be responsible for the care and maintenance of the playing field(s), buildings and grounds.
- C) It shall operate within the amount appropriated in the approved budget for that purpose.
- D) When necessary, 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.
- E) It shall be responsible for repair and improvement recommendations, other than normal maintenance, and supervise the performance of approved projects.

Section 8 - Equipment/Uniform Committee

- A) The Board of Directors may appoint a Playing Equipment/Uniform Committee consisting of at least five members.
- B) The committee shall secure sealed bids on needed supplies, uniforms, and equipment and make recommendations for their purchase to the Board.
- C) The Committee together with the equipment coordinator shall be responsible for the proper issuance of such supplies and equipment and for the repair, cleaning, inventory, and storage thereof at the close of the season.

Section 9 – Discipline Review Committee

- A) The discipline review committee was established to provide a structured method of dealing with an individual who violated the code of conduct.
- B) Anyone who comes to a BBLL game or practice could be called before this board for a complaint (written only) that appeared to violate a point in the code of conduct.
- C) All written complaints **must** be reviewed and action must be taken
- D) Complaints will be reviewed by the review committee (minimum of 3 people). This committee is appointed by the executive board of the league and can be different people for different issues. None of the review board members should have had a direct involvement with the issue under review, or with the person coming before the committee.

- E) The review committee shall review the complaint and if warranted, call the person who the complaint is against in to discuss the complaint. After hearing the complainant's side, the review board shall decide if any level of discipline is appropriate

Using the following guidelines:

None - No action

1 discipline point - Minor Infraction : i.e. throwing equipment, yelling at an umpire or coach, mild profanity or disrespect for any part of the game

2 discipline points. Major Infraction: i.e. serious profanity, threatening actions or gestures, play that intended to injure

3 discipline points Severe: i.e. physical altercation, intoxication, or out of control behavior, threatening a player-.

Expulsion from the league Individual may be referred to the authorities and expelled from league if warranted by their actions.

***Offenses listed are examples only and are not meant to be inclusive of offenses that could bring someone before the review committee. The level of profanity - mild, serious, etc... - will be determined based upon the written complaint and situation at hand.*

- F) All decisions should be documented with the VP of the division. A report of the investigation and outcome will be provided to the coach of the respective team and the individual being reviewed.
- G) Anyone that has previously received one discipline point and has another incident in the same season that breaches the code of conduct will automatically receive two points for the second offense.
- H) If an individual has 3 points assigned, they are not allowed to play or participate in the post season and must have their behavior reviewed by the full BB PONY board for determination of what action should be taken given the circumstances.

Article XI – Amendments

Section 1 - This Bradley- Bourbonnais PONY League Constitution and Bylaws succeeds all other Constitutions and Bylaws or other governing documents made previously concerning Local League. The Bradley- Bourbonnais PONY League Constitution and Bylaws may be amended, repealed or altered in whole or in part by a majority vote at any duly organized meeting of the Board of Directors provided notice of the proposed change is included in the notice of such meeting.

Section 2 - These BY-LAWS were approved by the Bradley-Bourbonnais PONY League Board of Directors on January 9, 2004. December 2, 2008, January 8, 2009 and February 12, 2010.

