

# HAMPTON LITTLE LEAGUE REGULATIONS

“Baseball challenges players towards perfection of physical skills and brings into play the excitement of tactics and strategy. The very nature of baseball also teaches that while every player eventually strikes out, or is on the losing team, there is always another chance for success in the next at-bat or game”.

“Little League is a program of service to youth. It is geared to provide an outlet of healthful activity and training under good leadership in the atmosphere of wholesome community participation. The movement is dedicated to helping children become good and decent citizens. It inspires them with a goal and enriches their lives towards the day when they must take their places in the world. It establishes the values of teamwork, sportsmanship and fair play.”

(LL Official Regulations and Playing Rules)

The “Official Regulations and Playing Rules” from Little League Headquarters is the governing document for all divisions of Little League Baseball. The Local Rules of Hampton Little League are set local rules and policy as allowed by Little League. If these rules conflict in any way with the rules of Little League Baseball, then Little League’s rules will be followed.

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## **SECTION I – BOUNDARIES**

1. All players must comply with Little League residency rule. If a league is not available in the area in which the player resides, the player may be eligible to play outside their league boundaries. Check with local League officials when applying this rule.
2. The boundaries of Hampton Little League are shown in Figure 1.

## SECTION II – DIVISIONS AND TEAM STRUCTURE

Hampton LL provides the following baseball leagues: T-Ball, Mini-Minors, Rookie Minors, Minor Division and Major Division.

The Division age structure is made to provide a guideline to place players in their respective divisions by age. The assessments, try-outs and draft will determine which division the player will play in, based on the age structure. It may be necessary for an inexperienced or underdeveloped player with lack of skills to be placed in a lower division age structure or an exceptional player to play in a higher division.

The Player Agent will recommend for the player to be placed in the division that will best meet the player's ability. The Player Agent will discuss this with the player's parents or guardians. Safety is the main concern here and must be stressed to both the parents/guardians and to the player.

DIVISION	AGES	SELECTION PROCESS	NOTES
Majors	10, 11,12	Try Outs and Draft	1,2,3,4, 5, 6
Minors	(8),9,10,11	Assessed and Assigned by Player Agent	7,8,9,10,11,
Rookie Minors	(7), 8, 9	Assessed and Assigned by Player Agent	10, 13, 14
Mini-Minors	6,7,(8)	Assessed and Assigned by Player Agent	12,13,14
T-ball	5, 6	Assigned by Player Agent	15,16,17

### Notes:

1. All player candidates must attend at least 50% of the try-outs and score a minimum of 15 points to be eligible for the major program draft with the exception of those players who have an excused absence approved by the Board of Directors.
2. Nine year olds rarely play in the Major program with the exception;
  - That all 12,11, and 10 year old eligible players are exhausted
  - That all ineligible (because of missed try outs) 12, 11, and 10 year olds are exhausted
  - That the 9-year-old player is an exceptional player and his/her inclusion in the draft is on the approval of the Player Agent and Major Division Director.
  - At **NO** time should a nine-year-old player take the place of an eligible, comparable older player.
3. Ten-year-old players are limited to 3 per major team unless all eligible 11 year olds and all 12-year-old players are exhausted. Ten year olds may then be chosen to make up the balance of the roster.
4. All eligible 11-year-old candidates should be drafted to the major program with the exception:
  - Of those players in consultation with the player's parents choose not to go to the major program and as long as the safety of the children this 11 year old will be playing with are not in jeopardy by this child playing in a lower division.
  - Of those players who the Player agent and Major Director deem that the player's safety may be in jeopardy and in consultation with the player's parents.
  - A minimum of 50 % of the 11 year olds must be drafted to the major program.
5. All eligible 12 year olds must be drafted to the major program with the exception;
  - Of those players who the Player Agent and Major Director deem that the player's safety may be in jeopardy and with prior approval from the player's parents.
  - If it is a recommendation by all Major Division Managers 48 hours before the draft that the player's best interest would be served at the Minor level **AND** is approved by the Player Agent, and Major Director, **AND** if prior approval is received by the player's parents.

- Of those players in consultation with the player's parents choose not to go to the major program and as long as the safety of the children this 12 year old will be playing with are not in jeopardy by this child playing in a lower division.
- 6. If a player declines to be part of the Major program draft, he/she must remain in the minor program for the season, no exception. **(Player Agents must take caution to prevent the Red-shirting of players).**
- 7. Any players that played in the Minor Division last season must be placed at least on a Minor Division team this season. The exception would be at the discretion of the Player Agent, Divisional Director and with Parent's approval.
- 8. 12 year olds remaining in the minor division must be divided amongst the teams evenly.
- 9. 12 year olds player cannot pitch in the Minor league.
- 10. 11 year old players cannot pitch in the Rookie Minor League.
- 11. If assessed and deemed eligible by the Player Agent and Minor Director, and with approval from the player's Parents, an eight year old may play in the Minor Division.
- 12. Eight-year-old players would be limited to 3 per minor team unless all 12, 11, 10, and 9-year-old players are exhausted. Eligible eight year olds may then be chosen to make up the balance of the roster.
- 13. Eight and Nine year old players should play in the Rookie Minor Division with the exception:
  - Those that are playing in Minors
  - Those that the Player Agent and Division Director feel their safety is at risk, and that they should play Mini Minors
  - Those that their parents wish them to play in Mini Minors and that their participation in that program does not jeopardize the safety of the other players
- 14. Seven year olds rarely play in the Minor program with the exception;
  - That all 12,11,10, 9, and 8 year old eligible players are exhausted
  - That the 7 year old player is an exceptional player and his/her inclusion in the Minor or Rookie Minor program is on the approval of the Player Agent and Minor Division Director and with written permission from the player's parents.
  - At **NO** time should a 7 year old player take the place of an eligible, comparable older player
- 13. Any players that played in the Mini-minors last season must be placed at least in the Mini-minor program this season. The exception would be at the discretion of the Player Agent and the Divisional Director with the Parent's approval.
- 14. Nine year olds may play in the Mini-minor program:
  - At the discretion of the Player Agent and Mini-minor Director and with consent from the player's parents that this child's safety may be in jeopardy playing in the higher division.
  - That the safety of the children this child will be playing with are not put in jeopardy by this player playing in a lower division
- 15. Six year olds may play in the Mini-minor program:
  - If they have played 1 year in T-ball.
  - At the discretion of the Player Agent and Mini-minor Director and with consent from the player's parents.
  - At **NO** time should a 6 year old be placed in Mini-minors while an older eligible candidate is left in the T-ball program.

16. All five year olds will be placed in the T-ball program.

- The exception to this rule would be at the Player Agent's and Parents discretion.

17. Seven year old players may stay in the T-ball program provided:

- The Player Agent and T-ball Director and with consent from the player's parents deem that this child's safety may be in jeopardy playing in the higher division.
- This player playing in a lower division does not put the safety of the children this child will be playing with in jeopardy.

18. Six year old players may play in the T-ball division with the exception;

- That this player playing in a lower division does not put the safety of the children this child will be playing with in jeopardy.

### **SECTION III – GAME TIMES AND SCHEDULE**

- Will be on the playing schedule of each Division.
- There shall be no time limits on Little League Major games (**Rule VII (h)**).
- For Minors, Rookie Minors and Mini-Minors, no inning will start after 1 hour 45 minutes time has elapsed (75 minutes for T-Ball) and there will be a game time limit of 2 ½ hours (90 minutes for T-ball).
- All games will be 6 innings in length – time and score permitting with the exception of T-ball games which are 4 innings in length – time permitting. If 6 innings cannot be completed on time, then the score reverts back to the last completed inning provided 4 complete innings or 3 ½ innings if the Home team is ahead, have been played.
- Players, Managers, and Coaches should be at the park 30 minutes prior to game start to ensure games start on time and can be completed and that the players are adequately warmed up.
- Scheduled games must start on time.
- A game may only be suspended at the park within the time limits and conditions as per Little League Rules: (e.g.) If the Park Supervisor and both Managers agree **BEFORE** the game starts that the field is unfit to play on. Once the meeting at home plate is held and line ups are exchanged, the Plate Umpire is the only person that can suspend or call a game and only after a 30 minute waiting period. This game will be marked as suspended.
- A suspended game is a game not played at the scheduled time and will be marked as for the reason it was suspended, e.g. rainout, unfit field, not enough players, etc. These games will be made up at the first available open time slot as deemed by the scheduler or the Director of the Division. The District Scheduler will reschedule inter-league games.
- If a regulation (Major) game is halted and the score is tied due to weather, darkness, etc. it shall be resumed from the exact point at which they were halted in the original game. It can be completed preceding the next scheduled game between the same teams. This will be coordinated between the scheduler and the Division Director as to ensure the regularly scheduled game is given sufficient time to be played.
- A game that is called before it has become a regulation game but after 1 or more innings have been played shall resume exactly where it left off.
- A game played with less than 1 complete inning is a game suspended and will be rescheduled as such.

### **SECTION IV – MANAGERS AND COACHES**

- All Managers shall be appointed by the President and approved by the Board of Directors.
- All Managers must be 18 years old or older. Coaches may be younger at the discretion of the President and on approval of the Board of Directors.

- Appointed and approved Major Managers will ASAP present their list of prospective coaches to the President for BOD approval. If a Manager does not have prospective coaches, some may be provided for them.
- All Managers and Coaches must complete a coaching application and criminal record check.
- Managers and Coaches may be subject to an interview by the President and/or Board of Directors before being approved.
- All Parent Helpers must complete a coaching application for insurance purposes.
- The conduct of all Managers and Coaches must be beyond reproach at all times.
- Authorized Managers, Coaches and Parent Helpers must supervise **ALL** practices and games.
- Once assigned their team, Managers are responsible to run their team in a manner to ensure that all players assigned to them and their parents know and observe the rules and policies of Little League Incorporated and such Local rules as been adopted by Hampton Little League.

## SECTION V - PLAYERS

- The players will be assigned to their respective teams at the beginning of the season at the discretion of the Player Agent with the exception of the Major Division. Considerations in forming the teams will be skill level, age, gender, and possibly (T-Ball and Mini-Minors) convenience. All teams should carry the same amount of players on their rosters. The goal is to have team parity in all levels.
- Major teams shall be formed by a draft format.
- All teams must carry a minimum of 12 players and no more than 15 players with the exception of T-Ball, which may carry 8 players with no more than 12 players.
- If teams cannot carry 12 players, than the President must submit a special request to the District Administrator who must then request a waiver from Little League Canada. Every effort must be made to carry the allowed minimal amount of players.
- If there are enough players in a division to make up an additional team, then the last players placed or any volunteers on the present teams may be moved to make up the new team. This will ensure more playing and learning time for each of the players. The cut off time for making up new teams is the end of April.
- If the Major division program needs to expand, or decrease or in the interest of team parity, the BOD will decide whether to redraft or not.
- In the event of a redraft, the draft format used will be determined by the BOD NOT the Managers and Coaches.
- Late registrants will be assigned to teams, as the Player Agent deems necessary. Late registrants will not be placed on Major teams after the draft is complete unless all eligible draft candidates have been used and there is an equal amount of players in the minor division eligible to move up to the major divisions. ***A special circumstance may be that the player in question will place the players' safety in jeopardy in the lower level.*** The BOD on the recommendation of the Player Agent, and Divisional Directors, will make this determination. All teams must carry the same amount of players (Majors).
- HLL **WILL NOT** turn away any players until the last 2 weeks of the season and in some cases teams may need to carry a full 15 players.

## SECTION VI - UMPIRE IN CHIEF and UMPIRES –

***Often an overlooked aspect of the Little League program, umpiring is one of the most important. The volunteer umpire is as much a part of Little League as the volunteer manager, coach, or concession stand worker. The umpire represents authority on the field of play. The umpire's is the final word, the absolute decision. A good umpire knows the rules, and has the ability to apply them in action and in split-second judgment.***

- The President may appoint an Umpire-in-Chief who will report **directly** to the President of the League.
- All Umpires should be pre-approved by the Umpire-in-Chief.
- The Umpire-in-Chief is responsible in ensuring that all umpires have adequate training.
- The Umpire-in-Chief is responsible in scheduling appropriately skilled umpires for games.
- The Umpire-in-Chief shall provide a game schedule of umpires with phone numbers and back up phone numbers of umpires.

- Umpires should not umpire in the Division they are playing, coaching or managing.
- At the discretion of the Umpire-in-Chief, umpires should not umpire games of their relatives.
- All Umpires must wear a mask, chest protector, jock or Jill and wear shin guards.
- Each umpire has the authority to rule on any point not specifically covered in the rules.
- No umpire shall criticize, seek to reverse or interfere with another umpire's decision unless asked to do so by the umpire making it.
- No umpire may be replaced during a game unless injured or ill.
- The umpire shall report in writing, to the President within 24 hours of the end of the game, all violations of rules and any other incidents worthy of comment, including the disqualification of any manager, coach, player or spectator and the reason therefore.
- Umpires shall not wear shoes with metal spikes or cleats.

## SECTION VII – FIELD DECORUM

***“The actions of players, managers, coaches, umpires and league officials must be above reproach. Any player, manager, coach, umpire, or league representative who is involved in a verbal or physical altercation, or an incident of unsportsmanlike conduct, at the game site or any other Little League activity, is subject to disciplinary action by the Local League Board of Directors.”***

- The use of tobacco products in any form is prohibited on the playing field, player benches or dugouts.
- The use of Alcoholic beverages is prohibited on the playing field, benches, dugouts or any area of Hampton Little League.
- Players may yell encouragement to their own teammates but they are not to direct remarks to the opposing team.
- Spectators may yell encouragement to the teams.
- If any problems arise, please see the Park Supervisor. He or She will address and resolve the issue and if need be, take it to the BOD. If the issue cannot be resolved at the Board level, the President will contact the District Administrator.
- At NO time shall a Manager or Coach approach the District Committee without first speaking to the President of HLL

## SECTION VIII – EJECTION OF MANAGER OR COACH

- If a Coach or Manager is ejected from the game, he/she must leave the area within view of the playing field.
- The Umpire has the discretion to suspend the game until the Manager or Coach has left the area.
- The Manager or Coach ejected from the game will be suspended from attendance to the next physically played game (**Rule 4.07**) and may be subject to a more severe penalty, up to and including the remainder of the season.
- The Umpire in Chief must submit an ejection incident report to the President of the League with an explanation of the circumstances of the ejection. The ejection report must be submitted to the District Administrator and the District Umpire in Chief within 24 hours.
- The Manager or Coach shall be required to appear before the Disciplinary Committee or before the President and 3 members of the BOD and submit an incident report and explain his or her conduct. A copy of the incident report must be submitted to the District Administrator and the District Umpire in Chief. The members of the committee or the Board shall impose such a penalty as they feel is justified (**Rule 9.05 C**).
- Any Manager or Coach throwing or abusing equipment will not be tolerated and will be subject to ejection from the game at the Umpire's discretion.

## SECTION IX – EJECTION OF PLAYERS

- Only an Umpire may eject a player from the game.
- Any player physically or verbally abusing an umpire, coach, teammate, or towards the other team will be automatically ejected from the game. Any players throwing or abusing equipment will not be tolerated and will be subject to ejection from the game at the Umpire's discretion.

- The Umpire has the discretion to suspend the game until the player leaves the playing field.
- Any players ejected from the game, must be sent to his or her Parent or Guardian. If one is not present, then the player is to go to the Park Supervisor.
- The Player ejected from the game will be suspended from participation of the next physically played game (**Rule 4.07**) and may be subject to a more severe penalty, up to and including the remainder of the season.
- The Umpire in Chief must submit an ejection incident report to the President of the League with an explanation of the circumstances of the ejection. The ejection report must be submitted to the District Administrator and the District Umpire in Chief within 24 hours.
- The Player shall be required to appear before the Disciplinary Committee or before the President and 3 members of the BOD and submit an incident report and explain his or her conduct. A copy of the incident report must be submitted to the District Administrator and the District Umpire in Chief. The members of the committee or the Board shall impose such a penalty as they feel is justified (**Rule 9.05 C**).
- A player suspended for the next game, must come to the game in uniform and sit on the bench for the duration of the game. If the player fails to do so, another game suspension may be in effect. This is at the discretion of the BOD (**minimum of 3 BOD in addition to the disciplinary committee**).

## **SECTION X – UNSPORTSMANLIKE CONDUCT OF FANS OR SPECTATORS**

***Presence of parents in the stands during a game should be a source of encouragement and stimulation for the Little Leaguer. While it is the prerogative of baseball fans at professional games to voice loud, uncomplimentary opinions of umpires, managers, and players, this practice is not condoned at Little League games. It is always in order to applaud a good player or an outstanding feat of baseball skills. However, parents must accept the fact that umpires, coaches and others identified with the program are volunteers and should not be subjected to criticism during ball games, especially by those unwilling to lend a hand.***

- HLL will not tolerate any unsportsmanlike conduct, such as swearing, yelling, jeering, criticizing, or harassment etc. towards the players or the officials on the field or towards the fans and spectators of the other team.
- The Umpire or Park Supervisor may eject a fan or spectator acting unsportsman like from the view of the playing field.
- If the Umpire ejects a fan or spectator, he has the authority to suspend the game until such time that the Fan or Spectator leaves or indefinitely.
- The Umpire in Chief must submit an ejection incident report to the President of the League with an explanation of the circumstances of the ejection. The ejection report must be submitted to the District Administrator and the District Umpire in Chief within 24 hours.
- An ejection of a fan or spectator, upon review of the BOD, may be subject to further game attending penalties.
- All persons, other than those actually participating in the game, shall remain behind the restraining lines or fences.

## **SECTION XI – SAFETY RULES**

- All male players must wear athletic supporters with a hard cup to all games and practices. All female players shall wear a Jill. This is compulsory if the female player is catching. It is the Coach's or Manager's responsibility to ensure this rule is adhered to.
- No jewelry is to be worn by players with the exception of a Medical Alert, which must be taped. Earrings must be taken out and cannot be taped.
- In the event that a player is injured on the field, Managers, Coaches, Players or Spectators are not allowed on the field unless requested by the Umpire.

## **SECTION XII – DUGOUT RULES**

- The concession is out of bounds to all players, managers and coaches until the end of the game and the team has been released.

- No pop or juice boxes are permitted in the dugouts. Personal water bottles, sports drinks and covered hot drinks (non disposable cups with lids) will be allowed. Water disposable cups will be available when requested by the manager. **NO FOOD** is permitted in the dugouts and this includes gum and spitz.
- All Managers, Coaches and players must remain inside the dugout during the game unless they are officially on the playing field.
- Managers, Coaches and players must ask the Umpire's permission to leave the playing field or dugout during the game.
- There will be no smoking by Managers or Coaches during their game neither on the playing field nor in or around the dugouts.
- There will be no children or other persons in the dugout or on the field during a game, except for those players, Managers, Coaches, Parent Helpers on that team's roster as listed with the Player Agent.
- Managers, Coaches, players and parents are responsible to ensure that the area in and around the dugouts is clean after each game.

### SECTION XIII – UNIFORMS AND EQUIPMENT

- All major and minor, rookie minor players will receive full uniforms to use for the season.
- All T-Ball players will receive T-shirts and hats that they can keep.
- Baseball uniforms are to be worn to **GAMES** only. They are not to be worn to school, practices or around the house. The park at the cost to the player will replace lost hats.
- All uniforms are to be cleaned and returned to the Uniform Manager within one week of the season's end. Failure to do so may result in the deposit cheque being cashed.
- Managers, Coaches, Umpires and players must wear ankle length pants and closed toed shoes at games and practices. T-shirts must have sleeves for games.
- Coaches cannot wear cleats of any kind to games.
- No metal cleats may be worn at any time.
- Each Manager is responsible for his or her equipment and must be turned in to the Equipment Manager at the end of the season.
- Helmets must be NOCSAE approved and they must have chin- straps.
- Any equipment used (bats, helmets, first baseman's glove) not supplied by the league, must be approved by the Equipment Manager or Park Supervisor prior to being used in a game.

### SECTION XIV – FIELD RULES

- The Home team is responsible for setting up the field, lines, bases, etc. and the Visiting team is responsible for putting away the bases and raking the field with the exception if the visiting team is not a HLL team (Major inter-locking play). Both teams are responsible for cleaning up their dugouts.
- The Home team dugout is on the third base line and the Visiting team dugout is on the first base line.
- No adult or non-team member will be allowed to play catch to warm up ANY team player once on the playing field or 30 minutes prior to scheduled game start. This includes but is not limited to the pitchers.
- Coaches and Managers are not allowed to catch for pitchers or any other players once the team is on the playing field.
- Team members warming up pitchers must be in full catchers gear.
- Helmets must be worn during batting practice.
- The visiting team may have a ten-minute infield practice 30 (**25 for interlocking games**) minutes prior to game start.
- The home team may have a ten-minute infield practice 20 (**15 for interlocking games**) minutes prior to game start.
- If there is not sufficient time, because of a just cause, for both teams to have an infield practice before game start, neither team shall have an infield practice.
- Line-up sheets must be to the scorekeepers 15 minutes prior to game start. All rostered players should be on the line-up sheet.
- After the Managers, Coaches and Umpire meeting at home plate, both teams shall line up on their respective base lines for the reading of the **Little League Pledge**.
- Each team must be able to field 9 players with the exception of T-Ball and Mini-minors.

- Mini – Minors must field 9 players during playoffs.
- If a team is unable to field 9 players, they may borrow from the other team. If during the game, the 9<sup>th</sup> player comes, the borrowed player will go back to their team and the game will resume.
- All players shall run on and off the field in the interest of time and ensuring game completions.
- There may be two adult base coaches as long as there is a coach in the dug out.
- Base coaches are not permitted to assist or touch a base runner or that base runner is out unless time has been called. (This rule must be lenient in the T-Ball Division).
- All players must play a minimum of 3 consecutive innings per game. Substitutions must be made at the end of the 3<sup>rd</sup> inning. All players that were introduced in the last half of the game must start the next game. In the event that 6 innings were not played, the players must complete their innings in the next consecutive game plus play their 3 innings for that game. Each player must play at least 1 full game for every 3 games he or she attends (Majors Only).
- A player with a cast of any kind is not allowed on the playing field for any purpose during a game. He or she is allowed in full uniform in the dugout.
- The bat person will be a team member in proper team uniform and will be responsible for returning any loose bats to the dugout.
- Only the Manager is allowed to pose questions to the umpire and must do so in a respectful manner. In the case of Youth Umpires or new Umpires, Manager's, Coaches, players and spectators **MUST** remember that they, along with the players, are also constantly learning and gaining experience. They will make mistakes and their judgments might not always be the same as yours. Under **NO** circumstances shall a Manager, Coach, Spectator or Player try to persuade or intimidate an Umpire to change a call or question an Umpire's judgment. If a Manager has a question about a specific rule, he may approach the Umpire in a quiet, non-threatening respectful manner and ask his question. He/she may not argue with an umpire. Without Umpires, the games cannot proceed. The goal is to retain umpires not scare them away.
- All team Managers shall assign a Parent Liaison or Team Parent to their team.
- The Liaison or Team parent shall ensure they have trained adult scorekeepers for each and every game.
- If a team is unable to supply a trained scorekeeper, the game **MAY** result in a loss for that team.
- Because scorekeeping is so important, it must be done correctly, invalid or incomplete scoresheets **CAN** result in a loss for that team.
- If PRE-APPROVED by the HEAD SCOREKEEPER - A youth who has attended clinics and is trained may score keep.
- Hampton Little League will ensure that score keeping clinics and training is available.
- Parents are required to staff the concession. If no volunteers come forward, the concession may be closed.
- The mercy rule is in effect, although at the (Major level) it is at the discretion of the Board of Directors.

## SECTION XV – INJURIES

- The Manager must report all injuries to the Safety Officer within 24 hours after the injury occurred.
- All Umpire injuries must be reported to the Safety Officer within 24 hours after the injury occurred.
- The Park Supervisor must report all other injuries that happened during HLL park times to the Safety Officer within 24 hours after the injury occurred.
- An injury report must be filled out.
- A hard-covered incident book shall be kept.
- Any player/persons with an uncovered open wound, blood soiled uniform, or who is bleeding cannot play or be on the playing field. The game will be halted until the player has left the field. The player may return to the game once the wound is fixed up and a clean uniform is supplied.
- An player who is injured before or during the season will only be allowed 3 weeks recovery time before another player will be brought up for replacement. This time may be extended by special permission of the BOD.
- When a player misses more than 7 continuous days of participation for an illness or an injury, a physician or other accredited medical provider must give written permission for a return to full baseball activity. **(Rule III (d) 2 note 2)**.
- No persons with casts of any kind are allowed on the playing field.

## **SECTION XVI – TRYOUTS AND ASSESSMENTS –**

- The player agent is responsible for conducting try-outs and assessments.
- The Player Agent shall arrange assessments of all players to determine skill levels, which will ensure appropriate player placement, equitable team strength and team parity.
- The tryouts and assessments will be conducted using skills recommended in the LL Rule Book.
- All players, aged 9 to 12, not currently on a Major team must try-out to be eligible for the draft.
- Players must attend 50% of the try-outs or they will not be eligible for the draft.
- A Player may obtain Board approval for a justified missed try out and be eligible for the draft.
- The Player Agent shall arrange assessments for Players wishing to move up from Mini-Minors to Rookie Minors and from Rookies to Minors or from T-Ball to Mini-Minors.
- Any player within the league divisional age structure, scoring 15 points will be eligible for the Major Division Draft

## **SECTION XVII – THE DRAFT**

***“To provide an equitable distribution of player talent, Little League has devised two draft selection systems...the purpose of these plans is to provide a balance in player talent between teams in a local league and for protection of players assigned to the Major League level.”***

- Unless HLL Board directs the use of an alternate draft format, the draft format used will be the Methods for existing leagues, Plans A or B as stated in the Little League Operating Manual.
- Alternate draft methods – If HLL wishes to utilize an alternate draft method, it must in writing, submit a detailed request for approval. (Regulation V (b)).
- The Player Agent runs the draft.
- The Player Agent, President, Major Director and Managers will attend the draft, or if pre-approved by Player Agent, a replacement representative for the Manager.

## **SECTION XVIII – PLAYER PICK UPS**

- If it appears a Major, Minor or Rookie Minor team is unable to field 9 players for a regularly scheduled season game, then the Manager of said teams must contact the Player Agent and request a replacement player.
- Only an eligible Minor player, comparable in age, can be picked up for a Major player, an eligible comparable Rookie Minor for a Minor player and a capable Mini-minor player, comparable in age, for a Rookie Minor player. T-Ball players cannot be brought up to replace a Mini-minor player.
- The Player Agent shall keep a list of possible players eligible to be picked up.
- The players shall all be used and the list rotated.
- Picked up players cannot pitch.
- Picked up players must wear their own uniforms.
- Picked up players must play the minimum amount of required innings and shall be treated as guests. They shall not play more innings than a regular team member with the exception that the regular team member is unable to play due to injury, benching or suspension.
- A picked up player may only be picked up to the same team twice and 5 times total to the upper division with the exception, that the call up list has been exhausted and then the rotation will begin again. If a player is being called up on the second rotation, that player does not secure a major team status. It shall revert to the conditions as if being picked up for the first rotation of the call up list.

## **SECTION XIX – LOSS OF PLAYERS**

- A Manager must advise the Player Agent within 24 hours if a player is a loss for the season.
- The Manager must submit replacement choices, (a minimum of (3) in order of preference) in strict confidence to the Player Agent within 3 days.
- These players must be eligible and comparable in age.
  1. A Major 12 year old – Minor 12 year old
  2. A Major 11 year old – Minor 11 or 12 year old

3. A Major 10 year old – Minor 10, 11 or 12 year old
  - This replacement must take place within 7 days or 2 games whichever comes first.
  - During the last 2 weeks of the regular season, only 12 year olds from the Minor Division may replace a Major Player loss.
  - The Player Agent is the **ONLY** authorized person to contact the player and his or her parents. Any violation of this rule may result in disciplinary action towards the person(s) involved by the BOD.
  - If a player waiting list exists, the player must be picked from the list first before bringing up players from a lower division with the exception of the last 2 weeks of the regular season.

## **SECTION XX – DISCIPLINE OF MANAGERS AND COACHES**

If a Manager or coach abuses the Baseball Rules including LL Incorporated Rules and Regulations, Canadian LL Rules or Local League Rules, or displays inappropriate behavior the following action(s) will occur:

- 1<sup>st</sup> Offense – Written Letter placed on his/her file
- 2<sup>nd</sup> Offense – Written letter and next game suspension.
- 3<sup>rd</sup> Offense – Written Letter and suspension for the remainder of the season.

**If the violation is determined to have been intentional, the Board of Directors may assess a more severe penalty.**

## **SECTION XXI – DISCIPLINE OF PLAYERS BY MANAGERS OR COACHES**

If a player is consistently disruptive for games and practices and several different options have been tried (distraction, running laps, speaking with parents, etc.) and the player and parents have been warned, a Manager may:

1. Request to play the player for 3 innings only and bench the remainder of the game. The Player Agent and Divisional Director must give prior approval. If the disturbance happens during a game, the Manager must confer with the Umpire and upon approval notify the other team Manager and the Park supervisor. An incident report must be provided to the Player Agent and a copy given to the Parents.
2. If this behavior continues with this player, a meeting will be called with the Player Agent, Divisional Director, Manager, Parents and the player. The BOD will be notified of such meeting and the outcome.
3. Benching of a player must be the last resort and not used lightly.

## **SECTION XXII – TOURNAMENT TEAMS-**

***Tournament play has been judged to be a desirable and beneficial phase of Little League activity. It makes possible a normal climax to regular season play and gives children a chance to experience travel and associations with players from other leagues.***

1. All players that meet the residence and age requirements of Little League are eligible to tryout for the tournament teams.
2. All players, Little League aged 9 to 12 must be given the opportunity to tryout.
3. All players must play 50 % of regular season games to be eligible for a tournament team.
4. There will be a minimum of 12 players per tournament team picked.
5. Managers chosen for the 11/12 Tournament Team, should have managed in the Major Division for this season, and Managers chosen for the 9/10 Tournament Team should have Managed in the Major or Minor Division for this season.

## **SECTION XXIII – VOLUNTEERS AND TEAM PARENT REPRESENTATIVES**

**“From beginning to end, Hampton Little League is strictly a volunteer effort. Concerned adults dedicate their time, service and often their personal funds, to maintain an exemplary program wherein children may develop into young adults”.**

**“As a parent of a child in the Little League program, you are a most valuable asset. By understanding how the Little League program operates, you may better understand how to become involved in the league. Be counted as a parent who wants to take an active part in the enrichment of their child’s life. As a volunteer program, Hampton Little League baseball cannot survive without your help”.**

**When you reach the fields in the spring, did you ever wonder who mowed the grass, who organized the equipment, or who stocked the concession stand? The answer is.... parents just like you. Volunteers hold all of the positions listed below. Some positions require a continuous commitment over the entire year, and other positions require only a couple of days or a weekend. HLL very much needs your help to administer the program, and asks that you consider helping in whatever capacity you can. Each and every hour donated contributes to the success of the program and is greatly appreciated. We are all busy but should be able to find some time, no matter how much or how little.**

### **ROLE OF THE LITTLE LEAGUE PARENT**

Parents should accept the fact that they must shoulder the responsibility and take initiative to make the local program successful. Little League is not a club in which membership implies babysitting benefits and entertainment privileges.

Practically speaking, Little League is an adult, volunteer work project constructed, supervised, and assisted by parents who want to extend this benefit to their children. The parent who shirks this responsibility cannot, in turn, expect others to assume the burden.

(Official Regulations and Playing Rules of Little League Baseball).

#### **Some options for volunteering:**

1. Concession – managing, cooks, counter (training available)
2. Umpiring – Mini-Minors up through Majors (training available)
3. Managing & Coaching – start with your player (clinics available)
4. Park maintenance – always something needs fixing or cleaning
5. Scorekeeping – Mini-Minors and up (training available)
6. Fundraising – The Park relies on registration, concession, fundraising and sponsors to operate.
7. Special Events – pancake breakfasts, Funday, BBQ, dance, tournaments etc.
8. Team Parent –
  - Each team has a team parent to help organize, inform and coordinate the activities of the team.
  - The team parent may distribute or help distribute uniforms at the beginning of the season and collects pants at the end of the season. A Team parent could collect all the uniform deposit cheques.
  - They also inform the parents about picture day and times.
  - Organize parents for concession stand duty
  - Receives and distributes newsletters.
  - The team parent generally helps the team and may be asked by the coach to phone parents about practices, rainouts etc

- The team parent position takes a few hours, spread across the season.

## OBJECTIVE OF HAMPTON LITTLE LEAGUE

The primary objective of our sport program is to promote, teach and implant firmly in the youth of the community the ideals of good sportsmanship, respect for authority, and loyalty to a team, and a heightened sense of self-worth, so that they may be well-adjusted stronger and happier children and will grow to be good, respectful, healthy and trustworthy adults.

Hampton Little League's goal is to provide a supervised program of competitive baseball games under the rules and policies of Little League Baseball. While teaching the proper fundamentals of each sport is very important, we recognize that for most of our children, playing sports is a recreational pursuit. We strive to accommodate all children, not just children who have attained or seek to attain the highest level of skill in a sport. Officers, Directors, and Members shall bear in mind that stressing of exceptional athletic skills or the winning of games is secondary, and the type of leadership extended is of prime importance.

***The "Official Regulations and Playing Rules" from Little League Headquarters is the governing document for all divisions of Little League Baseball. The Local Rules of Hampton Little League are set local rules and policy as allowed by Little League. If these rules conflict in any way with the rules of Little League Baseball, then Little League's rules will be followed.***

*The purpose of Local League rules is to emphasize certain Little League Rules and to control local situations not covered by Little League Rules. These rules will be enforced in the same manner as Little League Rules and are sanctioned by Rule 3:13. All other rules of Little League as amended by Little League Canada will be enforced.*

*Please note that while these rules generally apply to all divisions, there are additional rules for conduct and play specific to each division. Parents, Players, Managers, Coaches, Umpires and Members are responsible to familiarize themselves with these.*

## SECTION XXIV – LOCAL GROUND RULES VARIATIONS

### A. MAJOR LEAGUE DIVISION

***The objective of the Major Division program is to continue improving on basic skills such as catching, throwing, batting, bunting, fielding, base running and for those that want to, pitching. At this level they should be learning basic game strategies, both offensive and defensive (such as when to or not to bunt) and learn to read and implement signals. Teamwork and team loyalty is also important.***

1. All 12 year-olds will be drafted to the Majors with the exception of the 12 year olds not wanting to play majors (must have parents approval) and the 12 year olds that the Player Agent and Divisional Director believe to be a safety hazard at this level.
2. The 12-year-old players **should** be equally distributed among the major teams.
3. All players will play a minimum of 3 innings, defensively and offensively. If a game is ended early, the player will start the next game to complete their innings for both games.
4. All players must play a minimum of 15 innings in the infield.
5. There may be 2 adult base coaches used provided there is an adult coach in the dugout.
6. Major teams must have 9 players to play a game. If a team is short players, they may borrow from the opposing team.
7. A minor player may be called up to play as the 9<sup>th</sup> player for a game. (refer to L. Player Pick Ups).

8. Mercy Rule is in effect at the discretion of the Board of Directors and pending the Interlocking Rules to be determined by all the Presidents of District 7.
9. A player must play 1 complete game out of every three.
10. Major games do not have a time limit. If games are not completed they are to be suspended until the next available time slot. They will start up exactly where they left off. A completed game is 4 innings played, or 3 1/2 innings if the home team is ahead.
11. Major games cannot end in ties.

## **B. MINOR LEAGUE DIVISION**

***The objective of the Minor Division Program is to continue to refine throwing and catching skills for greater distance and accuracy. Players start learning to pitch. They should improve on their batting skills and learn a better understanding of base running. Fielding skills should improve along with the knowledge of where to throw a fielded ball. Players should learn how to skillfully play the defensive positions and to listen and follow the directions of their coaches.***

1. Whenever possible, players will play 3 innings one game and 6 innings the next game. This is to ensure that by seasons end, all players should have an even number of innings played.
2. Regular season games can end in a tie. (Playoff games cannot).
3. There is a 3 run limit or 3 outs per inning with the exception:
  - In the final inning, the visiting team may score enough runs to go ahead by three before 3 outs are made.
  - The home team may then try to score enough runs to go ahead before 3 outs.
4. 12 year olds cannot pitch.
5. If it appears that a Minor team will be unable to field 9 players, the Manager must call the Player Agent to pick up a capable 7, 8, 9 or 10-year-old Rookie-minor player (refer to Player Pick Ups).
6. The picked up player must play in the outfield and be on the bottom of the batting line-up.
7. 9 players are required to play a game. A team may borrow from the opposing team.
8. It is the **League Champion** who will advance to the City Minor Championships.

## **C. ROOKIE MINOR LEAGUE DIVISION**

***The objective of the Rookie Minor Division Program is a transition between Mini Minors and Minors. This is a pitching development division as well as teaching the players the game of baseball. Players should learn how to skillfully play the defensive positions and to listen and follow the directions of their coaches.***

1. Whenever possible, players will play 3 innings one game and 6 innings the next game. This is to ensure that by seasons end, all players should have an even number of innings played.
2. Regular season games can end in a tie. (Playoff games cannot).
3. There is a 3 run limit or 3 outs per inning with the exception:
4. In the final inning, the visiting team may score enough runs to go ahead by three before 3 outs are made.
5. The home team may then try to score enough runs to go ahead before 3 outs.
6. 11 and 12 year olds cannot pitch.
7. Pitchers will pitch 2 innings per game.
8. If a pitcher pitches 4 balls, the Manager of the opposing team will come in a pitch out the batter. If the batter is thrown 3 balls that are strikes and the batter does not swing, the umpire will call them strikes and the batter will be out.
9. If a pitcher hits 2 batters in the same inning, they will be pulled and replaced.
10. There are no walks.
11. **Bat through the order.**
12. 9 players in the field.
13. Hard ball used.
14. Limited stealing. No stealing home on passed ball and 1 base on an overthrow.
15. Infield fly rule.

16. If it appears that a Rookie Minor team will be unable to field 9 players, the Manager must call the Player Agent to call out another Rookie player from another team or to pick up a capable 7, 8 or 9-year-old mini-minor player (refer to Player Pick Ups).
17. The picked up player must play in the outfield and be on the bottom of the batting line-up.
18. 9 players are required to play a game. A team may borrow from the opposing team.

#### **D. MINI-MINOR LEAGUE DIVISION**

***This program provides a transition from T-Ball to the Rookie Minor Division for players who are age 6, 7 or 8. Six year olds who have played 1 year T-ball may be assessed for Mini-minors and 8 years olds may be assessed to play Rookie Minor Division. At this stage of ball, there is still a great deal of hands on instruction during games. During defensive play, managers and coaches may remain on the field to give instruction and during offensive play, an adult will underhand pitch to the batter. This division continues to help the players learn baseball.***

1. A game is 6 innings with a minimum of 4 complete innings.
2. Score will be kept with each team supplying a scorekeeper.
3. The scoreboard will be used as of May 1<sup>st</sup>.
4. Regular rules of LL Baseball will apply except where stated otherwise.
5. There is a 5 run limit or 3 outs per inning with the following exceptions:
  - a. In the last inning the visiting team may score enough runs to go ahead by 5 before 3 outs.
  - b. The home team may then try to score enough runs to go ahead before 3 outs are made.
6. Bat through the line up.
7. Coach shall pitch from the pitching rubber (28 feet). The coach may give verbal instructions from the mound.
8. There will be 3 swing strikes per batter. There are no walks.
9. As of May 1<sup>st</sup>, the 3 called strikes will be in effect.
10. No base stealing, no lead offs, no bunting.
11. If a batted ball hits the pitching coach, the play shall be ruled dead with no penalty or change in the pitching count. If it hits a defensive coach in the outfield, one base should be awarded.
12. All players will play a defensive position.
13. All players should play at least 3 innings in the infield during a game.
14. At the end of 3 innings, the pitcher and 1<sup>st</sup> baseman must switch positions with any two outfielders. The catcher must switch with any player but 1<sup>st</sup> base or pitcher.
15. Once a ball is released from the outfield, runners may only advance to the base they were running too or return to the bag they had reached.
16. Up to two coaches may be in the outfield coaching the defensive team.
17. A safety baseball shall be used.

#### **E. T-BALL LEAGUE DIVISION**

***The T-ball division is the introductory level for most children to organized baseball and team play. This division is for children who are baseball aged 5 or 6. Second year T-Ballers who are aged 6 may be assessed for the Mini-Minor Division. T-Ball play is marked by a high degree of hands on instruction by managers, coaches and parent helpers. The rules are designed to give each player the maximum opportunity to succeed at hitting and running and to play the ball in a defensive position. The games are short and the rules are simple.***

1. Game length is 4 innings or 90 minutes whichever comes first.
2. No score shall be kept.
3. Everyone hits off a tee each inning, rotating the line up each inning/game.
4. No pitching to the batter.
5. The ball must touch the grass to be a fair ball.

6. Batter must advance 1 base only with the exception of last batter. Once he or she hits, everyone continues to run the bases until they have reached home.
7. All players will play defensively in the field, rotating each inning, maximum 7 infielders-rest outfielders. Each player must play a minimum of 2 infield innings.
8. Catchers must wear full gear for maximum protection. They may use their own gloves.
9. The pitcher must remain on the pitching area or mound until the ball is hit.
10. There is no: base stealing, bunting, running on overthrows, and strikeouts
11. No dog piling, as someone may get hurt.
12. If after the May long weekend, all the Managers and the Divisional Director of the T-Ball Division agree that their players are ready, the 3 outs rule may be implemented.

## F. Blast Ball Division

***Blast Ball is an entry level ball game designed primarily for boys and girls 3-5 years old. It is fun and fast paced, involving the basic elements of baseball, running, hitting, fielding and catching. The kids run like crazy and have many opportunities to come to bat because there are only 5 to 8 players per team.***

- Game length is 1 hour and an even amount of innings.
- The first 15 minutes should be used for basic fundamental work or basic drills. Keep the fundamentals basic and simple after all the key to BLASTBALL is learning by doing.
  1. Toss ball in air and catch with 2 hands (thumbs and pinkies together)
  2. Short catch with partner (close at first, gradually getting farther apart)
  3. Grip on throwing ball, 2 or 3 fingers along with thumb
  4. When throwing, stepping in opposition with proper leg.
  5. Pointing shoulder when throwing to a target.
  6. Overrunning the base
  7. Proper positioning next to batting-tee while hitting. (most kids want to stand close, keep them back to allow arms to extend).
  8. Fielding ground balls, palms up.
  9. Fielding from the ground up, on motion (hands start on ground).
- The offensive team bats off a tee.
- Everyone bats regardless of how many out.
- The defensive team takes position either in the infield (past the foul line) or in the outfield.
- Batter hits the ball and runs to the Blast Base.
- If the ball is caught in the air, batter is out.
- If the ball is fielded and the fielder holds the ball up and yells “Blast” before the runner makes it to the base, the batter is out.
- If the batter “Honks” the base before the ball is fielded, a point is scored.
- The fielder then throws the ball back to the coach at home plate.
- Blast ball base distance is 30 Feet from the tee and a cone is set up 30 feet from the tee to the left. This is your fair/foul territory.
- 15 feet directly in front of the tee is the fair/foul line. If the ball does not pass this line, it is considered foul and should be re-teed for another try.
- Helmets are not required but may be used for optimum safety.
- There is no catcher or pitcher and defensive players line up in an arc.
- Keep the game moving; after last batter has batted have them hustle in and out. Extra motivation for the opposition team to get into their defensive positions is allow them to run over and honk the base on their way to their positions in the field.

## **SECTION XXV – HAMPTON LITTLE LEAGUE BOARD OF DIRECTORS POSITIONS, AND COMMITTEES**

*The League is the basic unit of organization. It serves the home community and is the core of the volunteer aspect of Little League. It is in the local League perspective that the public sees Little League. Within the framework of the rules and regulations of Little League, the local league is autonomous. It establishes its own administration, elects its board of directors, and maintains an organization best suited to meet the needs of Little League in the community.*

### **1. Board of Directors Shall–**

- Hold an Annual General Meeting where the regular membership meets and elects a board of directors.
- Be responsible for the management of the property and affairs of the Hampton Little League. The directors shall, upon election, immediately enter upon the performance of their duties and shall continue in office until their successors have been duly elected and qualified.
- Have the following officers on the board are: President, Vice President, Secretary, Treasurer, Player Agent, and Safety Officer. These officers are known as the Executive Committee. The board shall also include a minimum of 1 manager and one volunteer umpire.
- Not allow the number of managers and coaches elected to the board to exceed a minority of the total board members.
- Make sure that there are not be more than 20% representation of members affiliated with one team in the league to ensure fair representation on the board of directors.
- Have the power to appoint such standing and special committees, as it shall deem necessary. And to delegate such powers to these committees, as the board deems advisable and which it may properly delegate.
- Ensure that each board member has a copy of the Operating Manual.
- Have the power by two-thirds vote of those present at any regular or special meeting to discipline, suspend or remove and Director, Officer or Committee Member of Hampton Little League.
- Act as Park Supervisor on day per week, ½ day on weekends.

### **2. The President Shall –**

- Preside at league meetings, and assumes full responsibility for the operation of Hampton Little League.
- Conduct the affairs of the Hampton Little League and execute the policies established by the Board of Directors.
- Present a report of the condition of the Hampton Little League at the Annual General Meeting.
- Communicate to the Board of Directors such matters as deemed appropriate and make such suggestions as may tend to promote the welfare of the Hampton Little League.
- Be responsible that the Conduct of the League is in strict conformity to the policies, principles, Rules and Regulations of Little League Baseball Incorporated, Little League Canada, District Seven Little League and Hampton Little League rules.
- Supervise and advise all other Executive members in the performance of their duties.
- Be ex-officio member of all committees.

- Investigate complaints, irregularities and conditions detrimental to the Hampton Little League and report thereon to the Board or Executive Committee as circumstances warrant.
- Prepare with the treasurer and submit an annual budget to the Board of Directors and be responsible for the proper execution thereof.
- With the assistance of the Player Agent, examine the application and proof-of-age documents of every player to certify the residency and age requirements.
- Designate in writing other officers, if necessary, to have power to make and execute for/and in the name of the Hampton Little League such contracts and leases they may receive and which have had prior approval of the Board of Directors.
- Select and appoint all managers, coaches, umpires and committees annually subject to the approval of the Board of Directors.
- Attend all District Meetings.
- Be a signing officer for all cheques issued by the Hampton Little League, and in addition to Treasurer.
- Appoint other signing officers as is necessary.

### 3. The Vice-President Shall –

- Perform the duties of the President in the absence or disability of the President, and provided the Vice President is authorized by the President or Board to act. When so acting the Vice President shall have all the powers of that office.
- Assist President in ensuring all Rules and Regulations of the Hampton Little League are strictly enforced.
- Assist the President in supervising and advising all members in performance of their duties
- Is the coordinator of the Major Division.
- Be responsible for all other duties, which the President may assign from time to time.
- Be ex-officio member of all committees.
- Organize and schedule Executive duty at ballpark.
- While holding such office, the Vice President(s) shall not manage or coach (at least not in the major division or tournament teams).
- Be on the Protest Committee.
- Be on the Discipline Committee.
- **Major Director: The Vice-President shall serve as the Major Director and shall be responsible for assisting the Player Agent with recruiting managers, coaches, assessment of players, and player draft and team assignment as required. Acts as a liaison with Managers and coaches of the Major Division.**

### 4. The Secretary Shall-

- Be responsible for recording the activities of the Hampton Little League and maintaining appropriate files, mailing lists and necessary records.
- Maintain a list of all members, Directors and committee members and give notices of all meetings of Hampton Little League, The Board of Directors and committees.
- Keep the minutes of the meetings of the members and the Board of Directors and cause them to be recorded in the permanent records of Hampton Little League.

- Conduct all correspondence not otherwise specifically delegated in connection with said meetings and shall be responsible for carrying out all orders, votes and resolutions not otherwise committed.
- Notify Members, Directors, Executive Officers and Committee Members of their election or appointment.
- 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 President or Board of Directors.
- Post minutes, meeting dates and notices of motions.

#### **5. The Treasurer Shall-**

- 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 President or Board of Directors.
- Receive all monies and securities, and deposit the same in a depository approved by the Board of Directors. This includes balancing of concession.
- Keep records for the receipt and disbursement of all monies and securities of the Hampton Little League, approval all payments from allotted funds and draw cheques therefore in agreement with policies established by the Board of Directors. All disbursements by cheque must have dual signatures.
- Prepare an annual budget, under the direction of the President for submission to the Board of Directors.
- Prepare an annual financial report, under the direction of the President, for submission at the annual general meeting.

#### **6. The Player Agent Shall-**

- Distribute player application forms to local schools or other places, to ensure proper publicity and opportunity to all youth to participate in the Little League program.
- Player recruitment and retention.
- Record all player transactions and maintain an accurate and up-to-date record thereof.
- Receive and review applications for player candidates and assist the President in checking residence and age eligibility.
- Conduct the annual player assessments and auction or draft and all other player transactions or selection meetings.
- Prepare the Player Agent's list.
- Prepare for the President's signature and submission to Little League Headquarters, team rosters including players' claimed as well as any tournament team eligibility affidavits and forms.
- Notify Little League Headquarters of any subsequent player replacements or trades.
- Assign all players coming into the League after tryouts based upon team shortages or next selection in the draft system.
- Develop field plans and schedules for the League and determine number of teams in each level, with assistance from the President and Vice-President.
- Assume the position of Registrar
- Be on the Protest Committee in place of the coaching coordinator, if the same division that the coaching coordinator manages or coaches lodges the protest.

- Be on the Discipline Committee.
- Provide the President a list of the graduating Little Leaguers at season's end.

#### **7. The Safety Officer Shall-**

- 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 play for increasing safety during activities, equipment and facilities.
- Report, record and investigate any accident or safety issue.
- Be responsible ensuring the first aid kit is up to date.
- Assume duties and responsibilities as delegated by the President.

### **OTHER COMMITTEES OR POSITIONS**

#### **8. Umpire-in-Chief Shall-**

- Recruit umpires for current season, both adults and youths.
- Train umpires – mechanical skills, rule interpretation and application – by clinics, articles, etc.
- Assess umpires to provide on-going education and improvement of skills.
- Is responsible for ensuring uniformity and quality of umpiring.
- Attend District umpire meetings.
- Deal with complaints concerning umpires.
- Be a member of the Protest Committee.
- Supply umpire schedules for approval to the President.
- Supply up-to-date schedules of approved umpires.
- Submit umpire report for scheduled Board meetings.
- Responsible for the care and maintenance of umpire equipment.
- Assume any duty and responsibility as delegated by the President.

#### **9. Protest Committee-**

##### **The Protest Committee shall comprise of the following Executive Officers:**

- President
- Vice-President
- Umpire-in-Chief
- Coaching coordinator or Player Agent

They shall deal with all protests arising from games and protested in accordance with the rules and regulations of the League and in the absence of any members of the committee, the President may appoint another Director to serve on the Protest Committee during the absence. If the Umpire-in-Chief served as an umpire in the game or any games in respect of which the protest pertains, that Umpire-in-chief shall be disqualified from sitting on the Protest Committee in respect to that protest. If the Coaching coordinator is a manager or coach in the level in which the protest is lodged, the Coaching coordinator shall be disqualified from sitting on the Protest Committee in respect to that protest.

#### **10. Discipline Committee-**

##### **The Discipline Committee shall be comprised of the following Officers:**

- President
- Vice-President
- Player Agent
- Divisional Director

They shall be responsible for dealing with breaches of rules or discipline that require any action in excess of a warning and shall be empowered to take remedial or disciplinary measures in respect to such breaches. In the absence of any members of the committee, the President may appoint another Director to serve on the Discipline Committee during the absence. Any decision of the Discipline Committee may be appealed to the Board of Directors.

#### **11. Coaching Coordinator may be recruited to-**

- Assist Player Agent in recruitment of managers and coaches.
- Organize/plan clinics for training managers and coaches.
- Schedule monthly informational meetings for managers and coaches.
- Assist President and Player Agent in dealing with reports on managers/coaches with the exception of managers and coaches from the same division the coaching coordinator manages or coaches in.
- Assume any duty and responsibility as delegated by the President.

#### **12. Minor and T-Ball Coordinators-**

- To assist the Player Agent with recruiting managers, coaches, assessment of players.
- Be responsible for day-to-day administration of their program.
- Recruit Team Parents representatives for each team.
- Monitor all managers, coaches and players adherence to Rules and Regulations of Hampton Little League.
- Forward any complaints or problems to the appropriate executive member.
- Assume any duty and responsibility as delegated by the President.
- Shall not coach or manage in the division they are the coordinator.

#### **13. Registrar-**

- Assist the President and Player Agent for organizing the registration of players for the Hampton Little League.
- Ensure adequate notice of registration is provided through appropriate channels.
- Provide registration records to Player Agent.
- Assume any duty and responsibility as delegated by the President.

#### **14. Head Scorekeeper-**

- Maintain a record of the game statistics for the League.
- Ensure pitching records are accurate and up to date.
- Ensure that games statistics are recorded in a uniform manner and publish League standings.
- Verify Equal Innings Played and provide statistics to Player Agent.
- Set up scorekeeping clinics and one on one training for all levels of ball.
- Assume any duty and responsibility as delegated by the President.

#### **15. Parent Liaison to the Board may be recruited to-**

- Meet with the Team Parent of each team discussing their team's responsibilities (such as concession duties, scorekeeping, etc.)
- Meet with the Team Parents bringing forth any concerns to the appropriate executive members.
- Set up Picture day, providing different options to the Board for their approval.
- Distribute picture day information to team parents.
- Deliver and pick up completed from team parent the team concession schedule.
- Distribute newsletters to team parents.
- Distribute clinic information to team parents such as scorekeeping, coaching, player etc.
- Distribute special event information to team parents (such as dance info, Funday info, opening and closing ceremonies info, etc.)
- Assume any duty and responsibility as delegated by the President.

#### **16. Grounds keeping Committee-**

- Be responsible for monitoring the condition of playing fields.
- Liaison with Saanich Parks & Recreation and School Dist. #61 as necessary.
- Organize work parties, using managers/coaches from each division to maintain and improve field conditions.
- Prepare budget for season expenses.
- Order supplies (including small equipment, lime,) throughout season and arrange for pick up/delivery.
- Advise President and Executive of materials required and any work needed on structures of fields.
- Assume any duty and responsibility as delegated by the President.

#### **17. Equipment Director-**

- Secure bids on needed supplies and equipment and make recommendations for their purchase to the Board of Directors.
- Be responsible for the proper distribution, collection and inventory of all supplies and equipment and for the repair, cleaning and storage of supplies and equipment at the close of the season.
- Assume any duty and responsibility as delegated by the President.

#### **18. Uniform Director-**

- Secure bids on needed uniforms and make recommendations for purchase to the Board of Directors.
- Be responsible for the maintenance, distribution, collection and inventory of all League uniforms.
- Be responsible for the repair, cleaning and storage of all uniforms at the close of the season.
- Assume any duty and responsibility as delegated by the President.

#### **19. Fundraising Director and/or Committee-**

- Be responsible for organizing Park fundraisers such as bat-a-thons, car washes, etc.
- Be responsible for organizing Park events such as the Dance, Fun day, May Long Weekend tournament, and friendly-player competitions.
- Be responsible for sale of Hampton clothing.
- Be responsible for Mother's Day and Father's Day breakfasts.
- Be responsible for organizing Park BBQ.
- Assume any duty and responsibility as delegated by the President.

#### **20. Sponsorship Committee-**

- Be responsible for ensuring that sponsors are obtained for the League teams.
- Be responsible for soliciting corporate sponsorship for the League.
- Maintain good relationship and communication with sponsors.
- Provide sponsors with League Certificates, Team Photos and Schedules.
- Ensure sponsorship fees are collected from each sponsor and forward to Treasurer.
- Assume any duty and responsibility as delegated by the President.

#### **21. Information Officer-**

- To maintain the Hampton Little League website.
- Assume any duty and responsibility as delegated by the President.

#### **22. Summer Ball Director- To be completed.**

#### **23. Newsletter Committee-**

- Produce a monthly off- season and bi-weekly during the season newsletter.
- Gather information, such as stats, upcoming events, points of interest, help wanted, clinics, etc.
- Distribute newsletter to Parent Liaison for their distribution to the Team Parent.
- Assume any duty and responsibility as delegated by the President.

#### **24. Concession Manager-**

- Concession Manager reports directly to Board of Directors.
- Responsible for the daily coordination and operation of the concession throughout the season, tournaments and special events.
- Responsible for concession inventory control and ordering.
- Responsible to coordinate and work with suppliers for concession inventory.
- Responsible for opening and closing concession (unless assigned to someone else).
- Responsible for recommending food items to enhance concession income. Responsible for supervising concession volunteers.
- Responsible for training volunteers to ensure they have the proper skills to perform their duties.
- Responsible for the concession volunteer schedule

- Responsible to assist with procedural development; which may include opening and closing duties; food preparation, inventory control and cash control.
- Responsible to report any problems/concerns to the President or Board of Directors in a timely manner.
- Responsible to ensure daily facility and equipment cleanliness.
- Responsible to ensure proper food preparation and storage.
- Responsible to serve customers with good customer service skills and attitude.
- Responsible for all cash accounting in daily operations
- Concession Manager must have first level Food Safe certificate.
- The treasurer is responsible to keep records of all concession transactions and daily deposits.
- Responsible to provide report to Board of Directors at meetings as to the condition and running of the concession.
- Responsible to complete other duties as assigned.

## **25. Park Supervisor Position –**

- To be at the Park 45 minutes prior to game start, 30 minutes before on the weekends if you are not opening dugouts etc.
- Open up the dugouts and gates for Diamond #1. Open up both for Diamond #2, open the window and ensure the PA system is set up and working.
- Make sure the washrooms are unlocked, cleaned and stocked.
- Check answering machine for messages that may need to be passed on to Managers etc.
- Find 2 children to do the scoreboards for diamond 2. They will receive a bag of chops from the concession at the end of their shift.
- Ensure each team supplies a scorekeeper, announcer in T-ball and they have their line up ready 15 minutes prior to game start.
- Ensure the umpires are here. They are to be ready 15 minutes prior to game start. Adult umpires will receive a meal coupon for the concession on game completion for the efforts, to be signed by the park supervisor. Any concerns, contact Linda Sam.
- Supervise the general conduct in the park. Keep bikes away from buildings and pathways. No balls to be thrown against the buildings or against the dugouts. No parking in front of the emergency gate, etc.
- At the Park Supervisor's discretion, children may be recruited to pick up garbage around the park and they will receive a small treat from the concession. Please advise the concession people if this is going to be done.
- Sell 50/50 around the 3<sup>rd</sup> inning.
- After the games remind the home team to rake the fields and both teams to clean out the dugouts. Anything left in the dugouts, place upstairs in the lost and found box. Lock up dugouts, take down trap, and close up Diamond #2 making sure the PA system is turned off. Clean the washrooms dumping any garbage.
- When all is done, please make sure all is locked up, especially the bathrooms and the clubhouse.

**SECTION XXVI – CHAIN OF COMMAND – To be completed**