

## **BYLAWS: West Sugar Land Little League**

**League ID Number:3431814**

### **ARTICLE 1 – GENERAL LEAGUE POLICY**

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

Little League Baseball® rules will govern play in all divisions, except where modified or expanded by local rule, as defined here or in the division-specific Ground Rules. Please see the official Little League Rulebook App for more information.

The Local League has elected per Little League rules section 4.04 to adopt a continuous batting order for all divisions. The league has also elected per LL rule section 4.10(e), Note 2 to adopt a “Mercy Rule”. See Ground Rules for application.

Any issue not specifically covered by either local ground rules or the LL rulebook will be resolved through consultation with the Division Commissioner and/or President, Umpire-in-Chief, or Rules Committee for the affected division. All protests are covered by the LL rules (Rule 4.19). If you have any questions regarding rule clarifications, please check with your home plate umpire. Questioning of umpire judgment calls violates Rule 4.19 and The Little League Parent/Volunteer Pledge and is explicitly forbidden.

#### **A. REGISTRATION AND SCHEDULE**

1. Player registration is completed online, through the Local League website. A player’s parent or guardian is required to create an account, add a profile for their player and select from the list of available programs. Registration will open in July for the Fall program (running August – November), and in November for the Spring program (running February – May).
2. Divisions are determined by the league, prior to opening registration, and are set by league age. Example divisions based on the 2025 Spring season are:
  - Tee Ball – 4-6 years old
  - Coach Pitch – 6-8 years old
  - Minors (Kid Pitch) – 9-10 years old
  - Majors (Kid Pitch) – 11-12 years old
  - Intermediate (Open Bases 50/70) - 12-13 years old
  - Junior/Senior (Open Bases 60/90) 14-16 years old

3. All refunds should be requested by the player's family through the Player Agent. The Player Agent must approve the refund and will direct the Treasurer to refund the registration fee, minus the processing fee, according to the following guidelines:
  - Full Refund – refund requested prior to evaluations
  - Partial Refund (70% of registration fee) – refund requested after evaluations but prior to division drafting
  - Partial Refund (50% of registration fee) – refund requested after division drafts but prior to opening day
  - No Refund – refund requested after opening day
4. Requests for refunds made outside of the policy guidelines detailed above must be approved by The League President.

## **B. SAFETY**

In the interest of player safety, no “on-deck” batters are allowed in the Little League Majors division or below (LL Playing Rules, Appendix B). This includes the equipment area of each dugout adjacent to each bench. All players must remain in the fenced dugout until their turn at bat. Only the first batter of each half-inning will be permitted outside the dugout for each half-inning. In the Intermediate and Junior division, an “on-deck” batter may be allowed outside the dugout fence, positioned behind the “at-bat” batter.

In cases of questionable weather conditions, the President or designated board member will notify the league via email by 4:30PM. For games cancelled by weather, Managers should work together in a timely manner to propose alternates to the League Scheduler and Umpire-in-Chief. Managers should refer to field availability published on the Local League website.

Little League has adopted a Lightning Safety Guideline (review the ASAP Safety Plan on the Local League website). The guideline recommends halting all activities and to find immediate shelter if lightning is observed or thunder is heard. The Club concession stand's breezeway and inside vehicles are acceptable shelters. The home plate umpire will make the call with the onsite Board Member. A 30-minute wait after the last observation of lightning or thunder is required before activities can resume.

In the event of an injury please reference the league's ASAP Safety Plan. Please see your team's Safety Officer or the Local League website for a copy. Little League Accident Insurance Forms are also available. The League Safety Officer should keep each player's emergency contact information (available on the player's registration form) and player's physician's phone numbers on hand during games and practices.

All managers and coaches must always remain inside the fenced dugouts except:

- Base coaches for the offensive team.
- Coach-pitcher Coach Pitch Divisions.
- In T-Ball, the appropriate offensive and defensive coach(es).

Otherwise, time out must be requested and received from the plate umpire prior to leaving the dugout area.

### **C. MARKETING, SPONSORSHIP, AND FUNDRAISING**

The Local League will engage in marketing through email, social media and other community engagement such as yard signs and flyers. The Board of Directors will solicit sponsors from the community to support operations and capital improvement and may implement other fundraising opportunities throughout the year.

### **D. FINANCES**

The Local League will operate in accordance with its status as a registered 501c3 non-profit, a charter of Little League Baseball, and within the framework defined in Article IX of the league constitution. Additionally, decisions that can reasonably be expected to impact top-line revenue or expenses by \$3,000 or more require majority approval by the Board of Directors.

### **E. SELECTION, APPOINTMENT, AND DISCIPLINE OF TEAM MANAGERS AND COACHES**

Persons interested in volunteering as Team Manager, Assistant Coach or Team Parent may register that volunteer role through the Local League website. Given an abundance of volunteers for any position, the Board of Directors shall meet to discuss the nominees and vote to fill those positions. All volunteers selected to fill a team position must be registered with the Local League website, must complete Abuse Awareness training, and must submit to a required background check. Failure to do so disqualifies the person from continuing the position.

In accordance with Article III, Section 5, paragraph (a) of the Local League constitution the Board of Directors has the authority to discipline, suspend or terminate the membership of any member of any class, including managers, coaches, and other volunteers when the conduct of such person is inconsistent with the values of Little League Baseball, Incorporated and is considered detrimental to the best interests of the players, Local League and/or Little League Baseball, Incorporated. The Member involved shall be notified

of such meeting, informed of the general nature of the charges, and be given an opportunity to appear at the meeting to answer such charges.

## **F. PLAYING EQUIPMENT AND UNIFORMS**

Players require a fielding glove, a bat bearing the USA Baseball certification and a batting helmet bearing the NOCSAE certification. Male players must also wear a protective cup.

Uniforms consisting of a jersey and a hat will be provided to each player each season. Matching belts and socks may be provided, given availability. Players will be required to provide their own baseball pants, belt and socks (if not provided) and optional equipment such as cleats and batting gloves.

## **G. CODE OF CONDUCT**

At the discretion of the board member on duty (aka BOD), if a parent, coach, manager, or player acts in a way which is deemed inappropriate and contrary to the level of decorum expected under Little League rules, that board member may remove that parent, coach, manager or player from a game.

- Cursing at an umpire, player, or coach shall result in an automatic ejection from the game after an initial warning. If the actions occur after a game has concluded, then that parent, coach, manager, or player shall be ejected from the next game scheduled.
- If that same parent, coach, manager, or player is removed from the game a second time, he shall not be allowed to attend any additional games that season.
- That person may appeal to the West Sugar Land Little League Board of Directors for reinstatement. Reinstatement will take place at the next board meeting and by majority vote.

Behavior by parents, fans, managers, or coaches that is not in the spirit of The Little League Parent/Volunteer Pledge will not be tolerated. This includes yelling, threatening, abusive, or demeaning language to a player or volunteer or behavior that causes a scene or takes away from the kids playing the game. Umpires have the authority to ask a parent, fan, or volunteer to leave the premises. If not followed, the team can be penalized and/or forfeiture can occur at the Umpire's discretion. Any parent/fan concerns with officiating should be taken to the team manager and not directed at any umpires.

## **ARTICLE 2 – PLAYERS**

### **A. EVALUATION**

1. Upon conclusion of the registration period the Local League will schedule an evaluation, during which each player registered to play Coach Pitch AA and above is expected to appear; evaluation of Tee-Ball or Coach Pitch A players is not required. Players wishing to “play up” into a division beyond their age boundary should notify the Player Agent and plan to attend both their scheduled evaluation period, and the evaluation for their desired division.
2. Players will participate in several stations and will be reviewed by the prospective managers in the categories of hitting, running, throwing, catching and fielding (ground balls and pop-flies). The Board of Directors will assign additional independent evaluators to rate players in a fair and consistent manner. The Board of Directors ratings will be compiled and made available to the managers and coaches ahead of their draft.

### **B. DRAFT**

1. All registered players in each division will be selected and placed on a team.
2. Managers and co-managers with children playing in their division will pre-select those players and will be assigned those selections according to the average of the independent ratings provided by the Board of Directors. Special requests (friends, carpool, preferred coach, etc.) will be made available to the managers prior to drafting, but no guarantees of fulfillment will be provided.
3. Draft order will be set according to the reverse of the board rating of each manager’s child/player. The manager with the lowest ranked child/player will select first and the manager with the highest ranked child/player will select last. In the event of a co-manager agreement, a manager with two sibling/players, or any other circumstance in which a manager has two or more pre-selected players, the higher ranked of all child/players will be considered for setting the draft order. A ‘snake draft’ is employed, reversing the draft order with each round.
4. Team rosters and practice schedules that are agreed upon during the draft will be created on the Local League website during the week following the draft. Players and families will be notified by email when those rosters and schedules are posted.

### **C. POOL PLAYERS**

1. The Local League uses a Pool Player system to help minimize rescheduling and forfeiting of games due to player absences. Each division’s commissioner will act as

the Pool Player Agent, and will develop the official list of pool players for their division.

2. Prior to the first game of the season, the Pool Player Agent will request that each team from every Division submit the names, emails, and phone numbers of any players that have agreed to be Pool Players.
3. A pool player(s) may only be used when a team has less than 9 players and would be forced to forfeit.
4. Pool Player(s) in both regular or play-off games are restricted to the outfield only and must bat in the last position in the batting order.
5. All pool players are assigned by the Division Commissioner or the Player Agent. When a player is requested, the Pool Player Agent contacts the players from their official list of Pool Players. This process continues until a player is found. If the need for an additional player is requested, the Pool Player Agent continues the process.
6. Coaches are not permitted to directly contact pool players.
7. Players not on the pool player list are not allowed to participate as a pool player unless approved by the Local League President or Vice President.
8. If a regular player(s) arrives during the game and the team can field a team of 9 regular players, the regular player(s) may enter the game immediately.

### **ARTICLE 3 – GAMES OPERATIONS**

#### **A. VOLUNTEER RESPONSIBILITIES**

##### Season

1. Each team is responsible for cleaning their dugout and stands.
2. Each team shall assign a volunteer for the following roles:
  - a. Team Parent – assist Manager in duties and assignments.
  - b. Safety Officer – Be familiar with League Safety Plan, coordinate player health contact sheets, ensure First Aid Kit is stocked, evaluate playing conditions and equipment.
  - c. Pitch counter (for all kid pitch divisions) – Count pitches thrown by both teams. Between innings pitch counts will be compared. Each team is responsible for verifying the pitch count with both managers and the plate umpire at the end of each half inning.
3. All pitching and game results shall be submitted per League Instructions published on [www.wslll.com](http://www.wslll.com) by both Managers within 24 hours of the completion of the game.
4. Both managers shall agree on the accuracy of the scorebook at the end of the game.

##### Game (Home and Visitor)

#### A. Home Team:

The Home Team for each scheduled game is defined as the team listed last for that game on the official league schedule (found and updated at [www.wslll.com](http://www.wslll.com)). The Home Team will occupy the third base dugout.

The Home Team is responsible for:

1. Setting up the field prior to play. This includes setting the bases, marking the base lines and batters' boxes, and raking and/or watering the field as necessary. Only use line paint on the grass areas (grass base paths, extended foul lines and pitcher mound line for CMP only). Chalk is only allowed on the infield skin area around home plate and dirt base paths.
2. Keeping the official scorebook via the GameChanger app.
3. Recording the official pitch count. The final pitch count for each player will be recorded in the official scorebook and verified with each manager at the conclusion of the game.

#### B. Visiting Team

The Visiting Team for each scheduled game is defined as the team listed first for that game on the official league schedule. The Visiting Team will occupy the first base dugout.

The Visiting Team is responsible for:

1. Cleanup of the field after the game. This includes putting away the bases, raking the field, and policing the trash in and around the dugout areas.
2. Providing concession stand volunteers at both the Club and Cunningham Creek fields.
  - a. No game will be started without concession stand volunteers in place.
  - b. The league is not responsible for the concession stand at the Sports Complex fields.
3. Operating the scoreboard.

### **B. BATTING CAGE RULES**

#### **General Rules**

The following ground rules have been established to ensure the safe and efficient usage of the batting cages adjacent to the baseball fields. These rules must always be adhered to during use of the batting cages. Individuals and/or teams observed to be in violation of said

rules are subject to loss of privilege, as deemed appropriate by the WSLLL Board of Directors.

1. The batting cages are intended for use only as designed, not as “play” areas. If the batting cage is not being actively used for its intended purpose, it must remain closed.
2. Children are not permitted to play in the cage under any circumstances.
3. Abusive use and/or damaging of the batting cages will result in immediate removal and loss of privilege.
4. During use, only one (1) player is permitted in the cage at a time to hit. Players awaiting their turn shall do so outside the fenced cage. Standing between the netting and the fence, or behind the protective pitching screen inside the cage, is not permitted.
5. All batters are always required to wear a LL approved protective batting helmet while in the batting cage.
6. When in use, the access gate must be closed, so as prevent outside observers from being exposed to hit balls
7. No unsupervised “practice swinging” is permitted immediately outside the cage area.
8. Soft-toss hitting, using whiffle-type balls, is allowed outside the cage fence, with adult supervision.
9. If hitting “live” pitching in the cage, an adult must be used as the pitcher for all divisions
10. If a pitching machine is being used inside the batting cage, the pitcher/feeder must be an adult only
11. There is a protective pitching screen provided in each batting cage. It must always be used to protect the pitcher from hit balls. This applies even when a pitching machine is being used.

### **Practice Priorities**

1. The batting cage at each field is considered part of the practice facility for that field. As such, teams with league-authorized, scheduled practices have usage priority for the batting cage during their entire allotted practice timeslot.
2. If no such league-authorized practice is scheduled, use of the batting cage is on a first-come-first-serve basis. If additional individuals/groups are waiting to use the batting cage during these times, use is limited to 30-minute intervals for each individual/group.

### **Game-In-Progress Priorities**



1. Teams with a league-authorized, scheduled game have exclusive-use priority of the batting cage at that field. This priority starts at one hour prior to the scheduled start of said game, and extends to 10 minutes prior to the scheduled start of the game
2. The Home Team has priority use of the batting cage starting at one hour prior to their game's scheduled start. This priority lasts for 25 minutes
3. The Visiting Team begins its priority use of the batting cage at 35 minutes prior to their game's scheduled start. This priority also lasts for 25 minutes.
4. During the final 10 minutes preceding the scheduled start of a game, neither team involved in the scheduled game is permitted to use the batting cage. This is beneficial to starting games at their scheduled time.
5. Teams involved in playing a game are not permitted to use the batting cage during their game.
6. Teams and/or individuals not participating in the current game are permitted the use of the batting cage, in accordance with the rules and priorities defined in the preceding paragraphs.

### **C. SCHEDULE**

Game schedules will be set and provided by the Local League. When there are two evening timeslots available for weekday games; the early slot should be reserved for games played in the age 10 and under divisions, and the late slot should be reserved for games played in the age 11 and older divisions.

### **D. OVERSIGHT**

Games will be overseen by the Division Commissioner either in person or by scorebook review. Every effort should be made to reschedule any regular season games missed due to weather or other circumstances. The managers of both teams should review the Local League schedule, select and agree upon a time and date to replay the game, and present the request to the Board of Directors via their Division Commissioner.

## **ARTICLE 4 – AWARDS**

Participation awards will be provided to all registered players in the Tee-Ball division. Awards or similar will be provided to all players rostered with the first and second place finishing teams in each division. Trophies, banners or similar gifts may be awarded to teams who participated in activities organized outside of the Local League (Little League All

Stars, the Blue Grey tournament, etc.). These circumstances would be defined by the host, and the Local League is not responsible.

## **ARTICLE 5 – TOURNAMENT PLAY**

### **A. PARTICIPATION**

Players and Managers shall be notified just beyond mid-season about All Stars and will be asked for their interest in participating. Players and Managers are required to reply to the League to be considered for All-Stars.

### **B. ELIGIBILITY**

To be eligible to participate on an All-Star team, teams are required to have scheduled at least 12 games and players are required to play in at least two-thirds of those games. End of season tournament games do not count towards this requirement.

### **C. ALL-STAR MANAGER, COACH, AND PLAYER SELECTION PROCESS**

All Star players (League Age groups 9 – 12 years old) will be selected as follows:

1. A minimum of 12 players and maximum of 14 players are selected for all All-Star Teams.
2. An eligible player (league age 11 or 12) at the Majors level that elects to play in a Division lower than Majors will not be eligible for Majors All Star selection.
3. Players may only vote for players in their age division.
4. Five (5) players will be chosen by vote of the players in the age division
5. Six (6) players will be chosen jointly by vote of the regular season managers and the All-Star manager in the age group.
6. The All-Star manager may choose the remaining players for that age group's All-Star team.
7. Regular season managers and the All-Star manager may replace a selection from the players by unanimous vote and approval from the Division Commissioner and the League President.
8. If a replacement player is required, the League President will choose the replacement player from a list of alternate players generated by the regular season managers and All-Star manager.

All Star managers and coaches will be selected as follows:

1. At the end of season, all managers and coaches of a division are eligible for All Star Management. Managers and Coaches must have managed or coached in a division

with the League Age of the players of the All-Star team and have been a manager or coach on the field for 60% of the games in the Regular season. End of Season tournament games do not count towards this requirement.

2. The interested managers and coaches may nominate themselves by notifying the League President and Division Commissioner(s)
3. The Board will discuss the qualities of all nominations.
4. If the President and Division Commissioner(s) feel that an additional candidate should be nominated, then this candidate will also be discussed.
5. The Board will vote on the candidates. The candidate who receives the highest votes, will be chosen as the All-Star Manager.
6. Once the chosen candidate has accepted the role of All-Star Manager, he/she can then choose his/her coach(es) from the remaining pool of divisional managers and coaches from the season.

## **ARTICLE 6 – COMMISSIONERS**

The League Commissioner, also referred to as the Coaching Coordinator, is a board position responsible for management of the Local League's volunteer coaches and managers. The Commissioner should be familiar with Little League rules and regulations, player management duties and various training and educational offerings. The League Commissioner is tasked with monitoring managers and coaches throughout the year and reporting any roster management issues to the Player Agent.

The Division Commissioners are the primary point of contact for managers and coaches in the division they represent. The division commissioner is responsible for monitoring the quality of play at that level, coordinating pool players and facilitating schedule requests. The upper division commissioner is also generally involved with interleague scheduling and operations.

The following commissioners are appointed each season:

- Upper division
- Major Division
- Minor (Player Pitch)
- Minor (Coach Pitch)
- Tee Ball

## **ARTICLE 7 – SPONSORSHIP MANAGER**

The sponsorship manager is responsible for coordinating sponsors throughout the year. This position is tasked with collecting sponsors contact information and commitments, and ordering banners for the stadium fences. The sponsorship manager will work with the Treasurer to invoice sponsors and collect funds, and with other league officers as necessary to fulfill sponsor expectations.

#### **ARTICLE 8 – CONCESSIONS MANAGER**

The Concessions Manager is responsible for maintaining operational concessions stands at The Club and Cunningham creek. This position is tasked with inventory management and should work with the Treasurer and other officers, if necessary, to restock. This position may also work directly with managers, coaches or other parent volunteers as needed to ensure successful operation of both concessions stands.

#### **ARTICLE 9 – FACILITIES MANAGER**

The Facilities Manager is responsible for all tasks required to maintain playable baseball fields. This may include ordering supplies for gameday setup and operations, additional groundskeeping in between games or during off-days, or coordinating larger maintenance or rehabilitation projects. The Facilities Manager may work with the Treasurer for procurement, other League Officials as necessary, and directly with managers and coaches, or parent volunteers, when required.

#### **ARTICLE 10 - SCHEDULER**

The Scheduler is responsible for maintaining the league's calendar, including the task of setting a game schedule. The Scheduler may work with other League Officials as necessary to add or update practices, and to re-schedule missed games. This responsibility may also be transferred to a Scheduling Committee, instead of a single responsible person, if approved by the League President.

#### **ARTICLE 11 – UMPIRE-IN-CHIEF**

The Umpire-In-Chief is responsible for enforcing the following:

Per to the LL Operating Manual, "The umpire represents authority on the field of play. On the field, 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 split-second judgment”. Our league is very interested in developing a broad core of capable volunteer umpires, and will operate under the following guidelines:

1. Any volunteer meeting the League’s requirements for volunteers (Standard volunteer application, etc.) will be eligible to serve as a Team Umpire for Coach Machine Pitch, Minor and Varsity League games. Any volunteer who is league age 13-18 will be eligible for WSLLL’s Junior Umpire Program and will be subject to the meeting of normal and customary LL volunteer application requirements or any other standard WSLLL volunteer requirements.
2. WSLLL will classify those volunteers who have passed a rules class test as League Umpires and prioritize them to serve as plate umpire for Coach Pitch, Minors, Varsity, and Major Division Games, and as field umpires for Majors games.
3. WSLLL League Umpires will be used for Junior and Senior League games and paid umpires will be used when League Umpires are unavailable.
4. Junior Umpire Incentive System
  - a. Any Junior Umpires who volunteers for a minimum of 10 games per season (Spring or Fall) will receive a \$50 gift certificate. Games volunteered must be logged with WSLLL Umpire-in-Chief.
5. League Supplied Umpires: The league will endeavor to supply a League Umpire per the follow section:
  - a. T-Ball: There is no umpiring at the T-Ball level.
  - b. Coach Pitch A: One Team Umpire is provided by the defensive team in each half inning (no League Supplied Umpire).
  - c. Coach Pitch AA/AAA: One (1) WSLLL Paid Umpire is assigned.
  - d. Minor/Varsity Division Games: Two (2) WSLLL Paid Umpires are assigned to each game.
  - e. Major and Intermediate Division Games: Two (2) WSLLL Paid Umpires are assigned to each game.
  - f. Junior and Senior League Games Two (2) WSLLL Paid Umpires are assigned to each game.
6. Umpire Equipment: Paid League Umpires work as independent contractors and must supply their own equipment conforming to Little League Rule 9(a).