



## 2018 Season Manager Information

Welcome! We are excited to have you as a manager of a team this year! We realize you are giving up a significant part of your personal time to coach this season and genuinely thank you for your time and efforts. Our programs cannot exist without the dedication of our volunteers. While some of you are returning volunteers and others are new to our program, it is important to remember Little League's expectations:

*It is required that the manager and coach have understanding, patience and the capacity to work with children. The manager and coach should be able to inspire respect. Above all else, managers and coaches must realize that they are helping to shape the physical, mental and emotional development of young people.*

*- Little League International*

Not only are you teaching the game, you are also teaching safety, sportsmanship, discipline, respect and integrity all while encouraging them to have fun. The Board of Directors is available to assist you with any questions or concerns you may have throughout the season.

President	Josh Martin	(315) 651-0804	kjtmad@gmail.com
Vice President	Jason Herron	(315) 521-6899	jherron@senecafallscsd.org
Player Agent	Robert Krebbs	(315) 398-8871	rkrebbsiii@gmail.com
Coaching Coordinator	Jen Consolie	(315) 882-4470	j_consolie@yahoo.com
Secretary	Kathy Martin	(315) 573-2061	kjtmad@gmail.com
Treasurer	Tina Rook	(315) 247-1050	trook@bonadent.com
Safety Officer	Chris Herron	(315) 209-0578	chris.herron@xyleminc.com
Sponsorship/Fundraising	Christine Olmstead	(315) 246-0776	caolmstead1983@yahoo.com
Concessions Manager	AnneMarie Seals	(315) 283-8495	annemarieseals@yahoo.com
Umpire Coordinator	Al Loucks	(315) 224-6916	wgsoccer10@gmail.com
Equipment Manager	Dave Balliete	(585) 317-7894	Dballiete@rochester.rr.com
Field Maintenance-			
Field 1	Peter VanEchaute	(315) 751-6711	pvanechaute@yahoo.com
Field 3	Brice McCann	(315) 651-2788	mccannba_@hotmail.com

Again, on behalf of the Board of Directors, thank you for volunteering your time. Have a great season!

*Josh Martin, President*

### IMPORTANT DETAILS TO REMEMBER

- ❖ Within two weeks of the draft, each Manager must contact all parents on your roster to provide them with his/her (and coach, if available) contact information.
- ❖ All Managers and Coaches are expected to know and follow all Little League International and Local Rules. A Little League International Rule Book will be provided to each team. A copy of your division's Local Rules, along with general safety rules and issues are included in this packet.

## PRACTICE SCHEDULES AND EXPECTATIONS

**\*\*\*Field #1 is Off-Limits between April 14<sup>th</sup> and Opening Day, April 28<sup>th</sup>.\*\*\***

It is the responsibility of the manager to:

- establish a practice schedule and distribute it to all parents on your roster. To reserve a field, please go to [senecafallslittleleague.org](http://senecafallslittleleague.org). At the top, select "Login" and then "COACHES". You will be given a choice of our fields and batting cage to reserve. Click on the one you want to reserve. Then time slots will be offered for reservation. Pick one and reserve it. No Manager can reserve a field more than two weeks out. No exceptions!\*\*Note that if there is a game, even a make-up game not on the schedule, they have rights to the batting cage one hour before their game. Games always have preference over practices.
- ensure that all practices include time for stretching/calisthenics, agility drills, and team-building and sportsmanship.
- instruct players and parents on the proper nutrition for before, during, and after physical activity.
- be sure players are scheduled for no more than three events per calendar week. An event is a game or a practice. At the start of the season, you may host three practices per week. Once the games start, the number of games per week varies. You may have one game in a certain week. That same week, you may host two practices for your kids. If you have three games, then please do not host a practice. Pre-game practice is actually called a warm-up, not a practice. So pre-game does not count.

## GAME DAY RESPONSIBILITIES

The **Home Team** is responsible for:

- providing two game balls. These will be provided by the League. (Minor and Major Divisions)
- creating multiple copies of the line-up and submitting it to the Press Box and the Manager of the opposing team. (Minor and Major Divisions)
- setting up the field according to the local rules for your division.
- assigning an individual to be the score keeper. The Home Team's Scorebook is the official one for the game. (Minor and Major Divisions)
- keeping track of your own pitch counts. (Minor and Major Divisions)
- maintaining safety and decorum in the dugout.
- ensuring that the players remove all equipment, personal items, and trash from dugout. Dugout should be swept. (Minor and Major Divisions)

The **Visiting Team** is responsible for:

- creating multiple copies of the line-up and submitting it to the Press Box and the Manager of the opposing team. (Minor and Major Divisions)
- assigning an individual to be the score keeper. The Home Team's Scorebook is the official one for the game. (Minor and Major Divisions)
- keeping track of your own pitch counts. (Minor and Major Divisions)
- maintaining safety and decorum in the dugout.
- ensuring that the players remove all equipment, personal items, and trash from dugout. Dugout should be swept. (Minor and Major Divisions)

The **Winning Team** is responsible for (Minor and Major Divisions):

- reporting game data to the link provided on our website within 24 hours. Go to [senecafallslittleleague.org](http://senecafallslittleleague.org). Select "Login" and then "COACHES". Click on "Submit a Press Release". Login credentials can be found in your hard copy, or by emailing the League Secretary. (If not within 24 hours, click "Submit Score for Standings".)

## MINOR AND MAJOR DIVISIONS-

### Batting Cages:

One hour before all games, the batting cages are for the teams playing the games. Home gets the first half hour of that specified hour and the visiting team gets the second half hour. Or, if the coaches don't care, then neither do we.

### Baseball Field Lights:

The lights to the field should only be used for 7:30pm or later starts. If you have a 6:00pm game, the lights should only be turned on if the ump and managers agree it is unsafe to see the ball (most days they aren't used at this time slot). Please use common sense and practicality; it costs money to have the lights on. They should not be turned on any time before it is necessary.

## GAME CANCELLATION / RESCHEDULING

A schedule of games will be provided to you in April. If you need to reschedule a game for a specific reason at that time, contact Robert Krebbs, Player Agent.

In the event of a weather related or other last-minute game cancellation, the cancellation is at the discretion of the Home Team Manager. Both managers should communicate with each other on field conditions and then the Home Team Manager will decide whether or not the game will be played.

**It is the Home Team Manager's responsibility to immediately contact Robert Krebbs, Player Agent, Al Loucks, Umpire Coordinator, and AnneMarie Seals, Concessions Manager.** This is vital for letting concession volunteers and umpires know immediately when a game is called. Please be courteous.

Home Team Manager must now enter in the reschedule. If possible, try to find a day that you can reschedule the contest to before cancelling. If you can't find a date, you still need to cancel the game on [senecafallslittleleague.org](http://senecafallslittleleague.org). Reschedule the game as soon as possible and not later than 24 hours after the cancellation. Select "Login", "COACHES", and then, "Reschedule a Game". Login credentials can be found in your hard copy, or by emailing the League Secretary.

## SAFETY RULES / ISSUES

- Never leave kids unattended at practices or games; wait until all players have been picked up.
- Managers must have medical forms for all players at all practices and games.
- First Aid Kits must be checked and stocked; supplies may be requested at the Concession Stand.
- No jewelry of *any* material during practices or games, except medical tags.
- Only the Manager and up to two approved Coaches are allowed in the dugout.
- There is no "on deck circle." Players may not take warm-up swings in or around the dugout.
- Pitchers must wear a helmet while warming up.
- Adults cannot warm up pitchers; any player warming up a pitcher must wear a catcher's mask.
- Male catchers must wear cups; all catcher's masks must have a throat guard.
- No sliding head-first.
- No throwing of equipment, even gloves. 1<sup>st</sup> time – warning; 2<sup>nd</sup> time – removal from the game.

## **ADDITIONAL IMPORTANT INFORMATION**

### **Opening Day**

All teams, dressed in their uniforms, will meet at the Seneca Falls Rec Center by 8:15 to organize into teams and prepare to begin the march to Kid's Territory Park at 8:30. The Opening Ceremony will begin at 9:00 and last for approximately 20-30 minutes. The winners of the raffle will be announced. Following the ceremony, pictures will begin and games will be played.

### **Pictures**

Pictures are scheduled for Opening Day and will begin immediately following the Opening Ceremony. A schedule for pictures will be given to you at least one week prior to Opening Day. Teams should meet under the pavilion 10 minutes prior to their designated times. (Even if a child is not purchasing pictures, he/she needs to be present for the team picture.) You will be given envelopes to distribute to your players ahead of time. The players need to bring their envelopes to the photographers at your team's scheduled time. Extra envelopes will be available at the pavilion on Picture Day.

### **Raffle Tickets**

You will be given ticket packets for each player, containing 10 tickets each, at the Manager's Meeting. Distribute the tickets to your players at the first practice. As tickets are sold, the purchaser should retain the larger portion and the player should collect the smaller portion and return it in the envelope with the money. Tickets are due April 25<sup>th</sup>, the Wednesday before opening day. Tickets/money will continue to be accepted as late as the morning of Opening Day. Please collect any money and tickets from your players and then give them to the Sponsor/Fundraising Coordinator, Christine Olmstead, who will be available at the Rec Center to collect them before the parade. If you have any questions or need additional tickets, please contact Christine Olmstead (315) 246-0776.

### **Chicken BBQ**

The Chicken BBQ will be held on Saturday, June 2, 2018 from 11:00-1:00. You will be given ticket packets at the Manager's Meeting. Each player will be given 5 tickets to sell. If a player needs more tickets to sell, extra tickets will be available at the Concession Stand. The cost of each ticket is \$9.00. As tickets are sold, the purchaser should keep the larger portion of the ticket and the smaller portion should be kept and returned by the player. Each player should return the stubs of the sold tickets, money, and any unsold tickets in the envelope by Tuesday, May 29<sup>th</sup>. There will be additional meals available on the day of the event at the cost of \$10.00. Please turn the tickets in to Christine Olmstead who will be available at the Field 1 Backstop the evening of Tuesday, May 29<sup>th</sup> or turn them in to AnneMarie Seals at the Concession Stand prior to Tuesday, May 29<sup>th</sup>. If you have any questions or need additional tickets, please contact Christine Olmstead (315) 246-0776.

### **Concession Stand**

Our concession stand is run by our Concession Manager, AnneMarie Seals, but is staffed by league volunteers. Each season we look for volunteers from each team to cover 2-3 time slots. Please encourage parents to help in this way. Anyone who volunteers will need to complete an online volunteer application.

### **Mid-Season Call-Ups:**

Rather than cancel a game, managers from the next league up can call players up to play the game. It's a good opportunity for the younger kids and helps get games in rather than not playing them. We are looking for 4-5 males and 4-5 females that are talented enough and willing to play up a game or 2 if needed. You, as a Coach Pitch or Minor League Baseball or Softball Manager, might have 1 or 2 boys and/or girls that would fit this description. Please email Robert Krebbs, Player Agent, with a list of 1 or 2 children and their phone numbers within the first two weeks of the season. If you have a need for one of these players, contact Robert Krebbs and he can give you the information that you need to contact a player to see if he/she can play for you.

### **Field Preparation:**

Please reserve the use of Line Chalk and Field Dry for **games only** on Field 1 (Major and Minor Baseball) and Field 3 (Major and Minor Softball).

### **Equipment**

If your equipment breaks, you need practice supplies, or would like training equipment to better prepare your players, please contact the Equipment Manager, Dave Balliette.