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## Marlboro Little League, Inc.

P.O. Box 7

Morganville, NJ 07751

Office (732) 972-9024 \* Field (732) 591-1261

[www.marborolittleleague.com](http://www.marborolittleleague.com)

- **Congratulations** – Thank you for volunteering your time for the 2009 MLL Season.
- **Coach Selection** – The following provides the timeline for the selection and approval of coaches:
  - Coaches identified by Managers are submitted to Commissioners for approval by February 16
  - Mike Coluccio, Head Commissioner and Selection Committee approve coaches by February 23
  - Meghan Forms (or Volunteer Form) and Copy of Driver Licenses for Managers/Coaches are submitted to Commissioners by March 7
  - Final Approvals of Manager and Coaches by March 16

The Volunteer Form can be downloaded from the MLL Website under the Manager/Coach Corner.

*No practices are allowed until managers and coaches are approved by the Executive Board and the necessary background checks are completed.*

- **Contact Players** – Managers must contact the players by Tuesday, February 11. For the players who can not commit and request a refund please inform the parent that refunds will not be granted – refund date of January 31 has past (this only applies for the players not in the Junior and Senior Divisions).
- **Pool Players** – Poll the players on your team to determine if they wish to participate on the Player Pool. Pool Players should be communicated to your Commissioner by April 1. Rules for pool players can be found in the MLL Rules under *Player Pool*.
- **Rutgers Safety Clinic** – Every Manager and Coach, including parents who will assist with practices must have a Rutgers Certification. If the certification is needed please visit the following website for dates and times: <http://youthsports.Rutgers.edu/docs/Clinic%20schedule.doc>. In addition to the dates and times listed on the “youthsports” website you can attend the following session:
  - Date: Saturday, March 7<sup>th</sup>
  - Time: 9:00am-Noon
  - Location: Marlboro Community Center
  - Cost: \$30 per person, Make checks payable to Marlboro Recreation
  - For more information contact the Marlboro Rec Dept. at 732-617-0100.
- **Reporting Accidents or Injuries** – All accidents/injuries must be reported immediately after the incident. An Accident Form can be found in either kitchen as well as on the MLL website under *Manager/Coach Corner*. The Form must be completed with the Manager/Coach, Parent(s) and OD. The OD Board Member will ensure the Safety Officer is notified; the incident is presented to the Board; and the Form is appropriately filed.
- **Clinics** – MLL Board is in the process of scheduling softball and baseball clinics for all managers and coaches. The dates should be finalized within the next three weeks. The Board anticipates the clinics will be held in late March. The dates, times, and locations will be communicated by the Commissioners.

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- **AED Course** – MLL has defibrillators located in each kitchen. We strongly recommend you consider taking a course on how to appropriately use the defibrillators. The Board is in the process of organizing training sessions for early to mid March for Board Members, Managers, and Coaches. The date, time and associated cost will be communicated to the Managers and Coaches via the Commissioners as well as posted on the MLL website.
- **Policies and Procedures, and Safety Plan** – MLL Board has policies and procedures as well as a safety plan which highlights a number of protocols and guidelines, including the procedures when working as an Office of the Day. MLL Managers and Coaches should become familiar with both documents. The documents can be found on the MLL website under the *Manager/Coach Corner*.
- **Team Sponsorships** – Each team is responsible for a Sponsorship. The Sponsorship is due to your Commissioner by February 28. The Sponsorship Form is attached as well as posted to the *Manager/Coach Corner* of the MLL website.
- **Uniform Distribution** – Uniforms will be distributed on March 21<sup>st</sup> at the MLL Field house. If you can not make the time please have a coach or parent pick up the uniforms. The Commissioner will distribute the time for the uniform pick-up.
- **Volunteering of Parents/Managers/Coaches** – Consistent with prior years MLL parents are responsible for working the concession stands (old and new kitchens) and Managers/Coaches are required to assist Board Members Officers of the Day (OD). The Commissioner will distribute the required slots to the Managers in early March. To become familiar with the responsibilities for assisting with working the concession stand and helping Board Members as an OD please refer to the files located on the MLL website under the *Manager/Coach Corner*.
- **Picture Day** – Picture Day is tentatively scheduled for March 28, at the Marlboro Rec Center. The Commissioner will communicate times to the Managers at a later date.
- **Code of Conduct** – All Managers/Coaches must read and become familiar with MLL Code of Conduct. The MLL Code of Conduct can be downloaded from the MLL website under the *Manager/Coach Corner*. Any violations of the Code of Conduct must be reported to the Commissioner.
- **Rules** – Managers and Coaches must become familiar with the MLL and LL rules. The rules will be posted to the MLL website under the *Manager/Coach Corner*. Violations identified through out the season must be reported to the Commissioner.
- **Practice Permits** – The MLL Board is in the process of obtaining practice permits for each division. Once obtained, the Commissioner will distribute the permits to the Managers.
- **NJ Model Code of Conduct** – For the 2009 season, Managers will not be responsible for collecting the signed forms.

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- **Umpire Clinics** – Umpire clinics for all youth umpires will be held on Monday 2/23 and Monday 3/2 from 6PM-9PM at the Marlboro Rec Center in the Multi purpose room. All umpires ages 13-17 must attend both clinics in order to be considered for umpiring in the upcoming season. One must be 13 years of age (by Little League standards) to be eligible to umpire for the 2009 spring season. Once again attendance at both of these clinics is MANDATORY. Please note that attending these clinics does not guarantee that you will be assigned a certain amount of games or perhaps any games at all. An outdoor session dealing with field mechanics will be held sometime in March and will be posted on the website. For anyone who is interested, please RSVP to Bruce Canell at [cansb@aol.com](mailto:cansb@aol.com).
- **Dicks Sporting Goods** – Dicks provided MLL with coupons/discounts to be distributed to parents of MLL. Please ensure the coupons/discount information is shared with the parents.

**MARLBORO LITTLE LEAGUE, INC.  
2009 SPONSOR INFORMATION & RATES**

Sponsor Name \_\_\_\_\_

Contact Person \_\_\_\_\_

Address \_\_\_\_\_

Telephone # \_\_\_\_\_ Fax# \_\_\_\_\_

**Team sponsor (company name on back of uniform) \$300 per team**

Company information to appear on  
uniform: \_\_\_\_\_

Field signs	New	Renewal
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1 year	<input type="checkbox"/> \$550 (\$300 plus cost of sign)	<input type="checkbox"/> \$300
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2 year	<input type="checkbox"/> \$800 (\$550 plus cost of sign)	<input type="checkbox"/> \$550
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3 year	<input type="checkbox"/> \$1000 (\$750 plus cost of sign)	<input type="checkbox"/> \$750
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\_\_\_ I have attached my artwork.

\_\_\_ I will email my artwork to [seevans@optonline.net](mailto:seevans@optonline.net)

**Please make checks payable to "Marlboro Little League"  
If you have any questions, please call Seth Epstein at 732-591-5802**

Solicited by: \_\_\_\_\_

Team/Division \_\_\_\_\_

Check # \_\_\_\_\_ Amount \$ \_\_\_\_\_

(Note to managers: Please give completed form/check to your commissioner)