

DUTIES AND RESPONSIBILITIES OF STATE OFFICIALS

Updated 2/25/2010

Section 1. The State Director shall preside at all meetings of the state organization. He shall schedule all state meetings and give at least a month's notice on all annual meetings and as much notice as possible on any called meetings. He shall maintain a current list of league contacts.

List of Duties:

1. He shall attend the meetings of the National Board of Directors and shall participate and vote in all deliberation at this meeting as well as any special or called meetings. Serve on committees as assigned.
2. Attend the Annual Junior Boys, Dixie Boys, Pre-Majors, or Majors World Series tournament games he is assigned unless prevented from doing so by extenuating circumstances.
3. Inspect and prepare recommendations on all factors associated with bids for the State tournament. He further shall see that the awarding of the tournament follows his states' prescribed procedure.
4. Serve as the Tournament Director for the State Tournament and is to be in attendance at all meetings preparing for the tournament and at all games. Shall appoint and have announced the protest committee for each game. In his absence, he shall appoint his substitute to act in his behalf.
5. Correspond with his District Directors and the Commissioner/CEO on all matters of mutual concern. He shall issue state bulletins or memorandums concerning the program within his state as he sees fit.
6. Should the Assistant State Director's office become vacant, the State Director within the State shall appoint a person to fill the un-expired term unless otherwise stipulated by the State Constitution or By-laws.
7. The State Director with the cooperation of District and Sub-District Directors and the Commissioner shall arrange for the distribution of league supplies and forms.
8. Visit as many District meetings as possible and call on as many leagues as his schedule permits.
9. He shall visit prospective new leagues or inquiring groups to explain the program and shall furnish these with complete literature. He should advise the Commissioner/CEO of any such prospects.
10. He shall keep files of important date forms or records and have an up-to-boundary map of each league. He shall also have an up-to-date map showing the territory included in each district.
11. Act on any appeal carried to him that complies with Dixie Boys and Dixie Majors appeal procedure.
12. Receive from all state leagues any state fees authorized by the state organization.
13. The State Director is responsible for seeing that District Directors fully and properly carry out their duties.
14. The State Director shall furnish a financial statement no later than August 15th of each year. The financial statement shall be submitted to the Executive Board through its' Chief Financial Officer.
15. The State Director shall furnish a copy of his/her State Constitution and Bylaws to the Commissioner/CEO and keep him current on any amendments thereto.