

Washington State District Administrators

Annual Meeting

Oct. 11, 2025

Dayton Best Western Hotel, 507 E. Main St, Dayton, Washington

- I. Call to order 9:00 a.m.
- II. Roll call
- III. Pledge of Allegiance / Little League Pledge
- IV. Introductions – Around the room State District & Position
- V. Clarification of Voting Eligibility and Privilege of the Floor
- VI. Approval of Minutes 3/25/25 – Pages 15 & 16
- VII. Old Business
 - A. Umpire Meeting Report – Bill Kosmos/Darrin Leggett – Umpires met 2 weeks ago
 - B. State Tournaments Reports – Pages 3-12
 - C. Washington State Little League packet & bracket “bulletin board”
 - D. Regional Tournaments Report – Bob & Brian
 - E. World Series Report – Bob & Brian
 - F. Challenger Report – Bev Newsome – Pages 13 & 14
 - G. West Region Report
 - H. State Tournament Requirements – Pre-Tournament Routine & Tournament Packet
 - I. Binder / Tournament Check-In / Manager Meeting Standardization
 - J. Mariners Relationship – Mikelsen Award Seattle Cent, LL Game Changer & Bob Hellinger Volunteer of Year
 - K. Other Old Business
- VIII. New business
 - A. State Tournament Rotation – Page 2
 - B. State Tournament Dates and Sites – Proposal or just let districts pick?
 - C. Dealing with social media posts & related off-field/pre or post game incidents
 - D. Central Registration
 - E. Portable Mounds – Blanket Approval in Minutes? Still need to report make/model
 - F. State Directory – Copy Attached for Verification
 - G. Is it necessary for the coordinator to be an active district administrator?
 - H. Treasurer/finance training. Early November.
 - I. Do state organizations incorporate? What can be done to enforce assessments & agreements
 - J. Date & Place of Spring Meeting – Should a meeting be held at Congress in lieu of a spring meeting?
 - K. Regional Pre-Congress?
 - L. Date and Place of annual meeting will be up to District 4
 - M. Other New Business

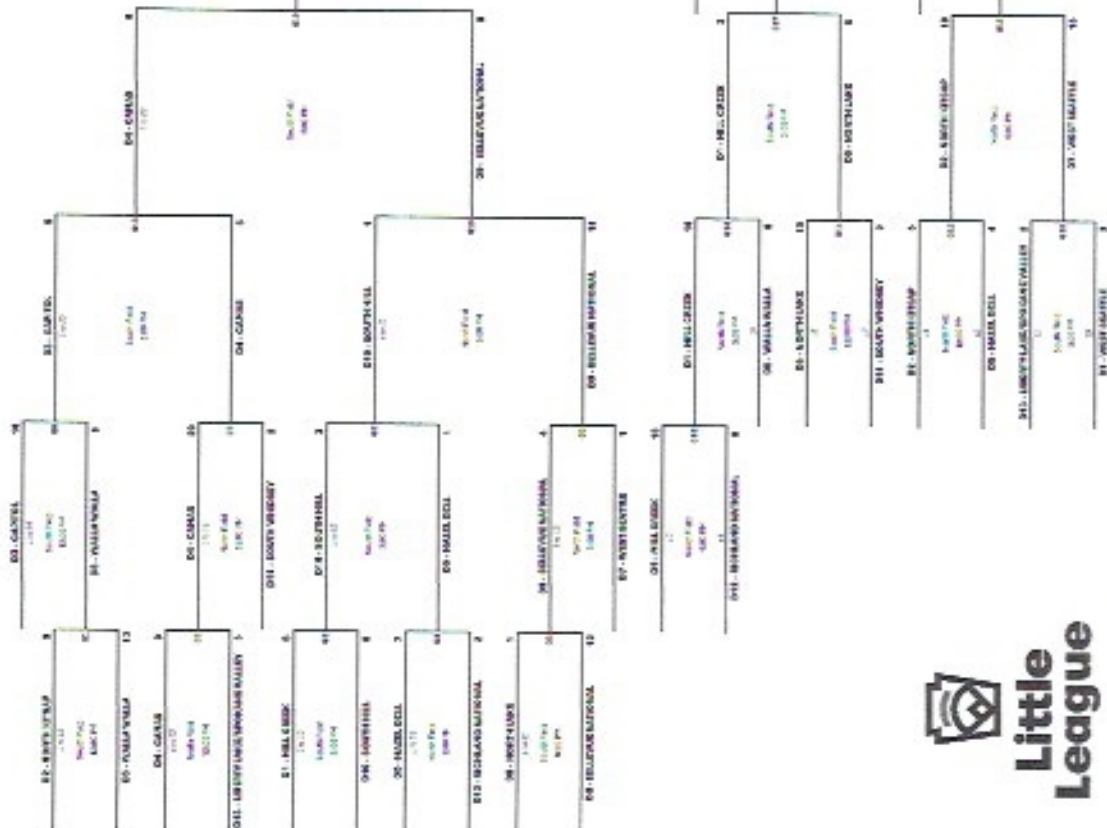
8-9-10 BASEBALL DIVISION 2025 WASHINGTON STATE ALL STAR TOURNAMENT

BAR-S FIELDS

6425 SW Adams Way, Seattle, WA

Day	Field	Day	Field	Day	Field	Day	Field
Friday	Field 1	Saturday	Field 2	Sunday	Field 3	Monday	Field 4

Team	Coach
11 - Bellingham	Coach [Name]
12 - Everett	Coach [Name]
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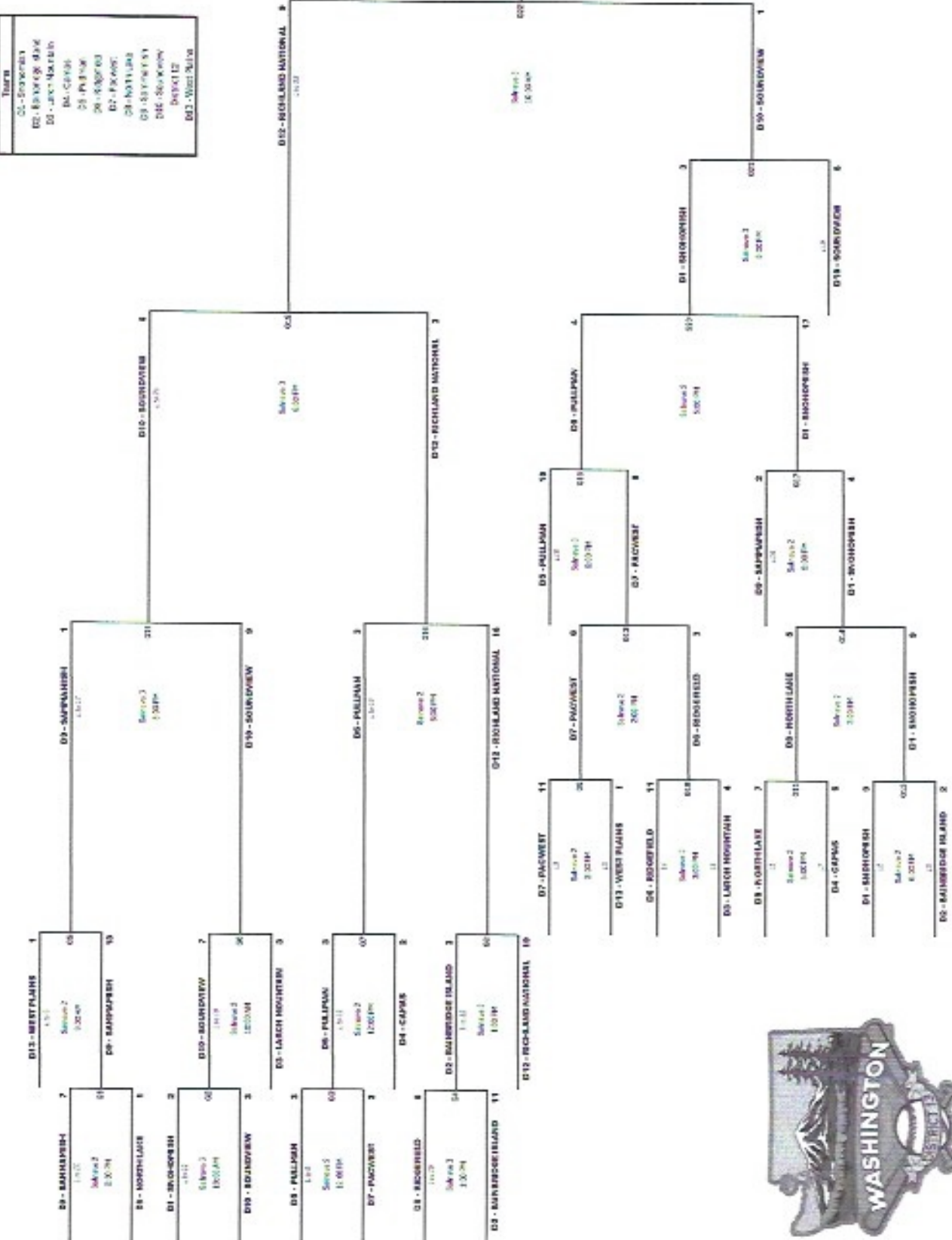
HOSTED BY WEST SEATTLE LITTLE LEAGUE, DISTRICT 7

9/10/11 BASEBALL DIVISION
2025 WASHINGTON STATE TOURNAMENT
SALNAVE PARK

35 S. Presley Drive, Cheney

Start date	End date	Availability	Access	Training	Price	Subsidy
Jul. 18	Jul. 21	Jul. 21	Jul. 22	Jul. 24	14,725	8,628

Team
01 - Barcelona
02 - Bayern Munchen
03 - Ajax Amsterdam
04 - Chelsea
05 - Arsenal
06 - Borussia Dortmund
07 - Liverpool
08 - Real Madrid
09 - Manchester City
10 - Tottenham Hotspur
11 - Valencia
12 - West Ham



Little League

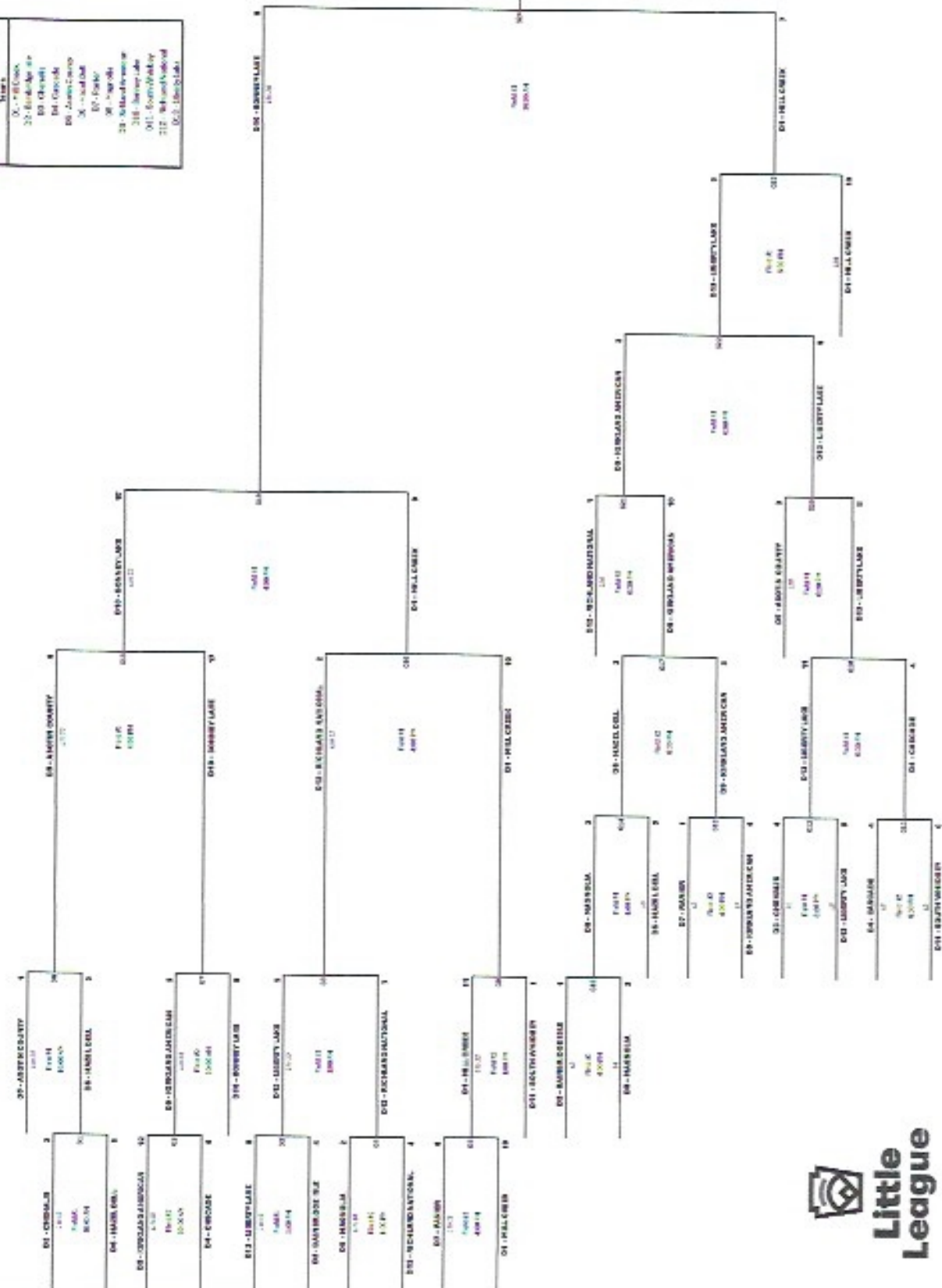
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LITTLE LEAGUE BASEBALL DIVISION 2025 WASHINGTON STATE TOURNAMENT HB FULLER PARK

13712 NW 2nd Ave, Vancouver, WA

Sevens May 22	Fourty May 23	Seventy May 24	Ninety May 25	Twelve May 26	Seventy May 27	Twelve May 28
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Years
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HOSTED BY HAZEL DELL LITTLE LEAGUE, DISTRICT 6

INTERMEDIATE BASEBALL DIVISION

2025 WASHINGTON STATE ALL STAR TOURNAMENT

LLOYD MURREY PARK

500 N 9th Street, Elma, WA

Saturday July 5	Sunday July 6	Monday July 7	Tuesday July 8	Wednesday July 9	Thursday July 10
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Teams
D1 - Lake Stevens
D2 - Key Peninsula
D3 - Larch Mountain
D4 - Ridgefield
D5 - Seattle Central/Rainier
D6 - Queene Anne
D7 - Kirkland American
D8 - Chinoook

D10 - CHINOOK 1st Murrey Park 12:20 PM	D10 - CHINOOK 6 Murrey Park 7:30 PM
D1 - LAKE STEVENS 2 Murrey Park 7:30 PM	D9 - KIRKLAND AMERICAN 10 Murrey Park 7:30 PM
D3 - LARCH MOUNTAIN 0 Murrey Park 7:30 PM	D8 - QUEENE ANNE 16 Murrey Park 8:00 PM
D9 - KIRKLAND AMERICAN 10 Murrey Park 8:00 PM	D7 - SEATTLE CENTRAL/RAINIER 4 Murrey Park 8:00 PM
D8 - QUEENE ANNE 16 Murrey Park 8:00 PM	D6 - QUEENE ANNE 16 Murrey Park 8:00 PM
D2 - KEY PENINSULA 0 Murrey Park 8:00 PM	D5 - SEATTLE CENTRAL/RAINIER 10 Murrey Park 8:00 PM
D4 - RIDGEFIELD 0 Murrey Park 8:00 PM	D3 - LARCH MOUNTAIN 6 Murrey Park 8:00 PM
D7 - SEATTLE CENTRAL/RAINIER 10 Murrey Park 8:00 PM	D2 - KEY PENINSULA 2 Murrey Park 8:00 PM

D1 - LAKE STEVENS 3 Murrey Park 12:20 PM	D10 - CHINOOK 9 Murrey Park 7:30 PM
D2 - KEY PENINSULA 2 Murrey Park 7:30 PM	D9 - KIRKLAND AMERICAN 18 Murrey Park 8:00 PM
D3 - LARCH MOUNTAIN 0 Murrey Park 8:00 PM	D7 - SEATTLE CENTRAL/RAINIER 11 Murrey Park 8:00 PM
D4 - RIDGEFIELD 6 Murrey Park 8:00 PM	D6 - QUEENE ANNE 7 Murrey Park 8:00 PM
D7 - SEATTLE CENTRAL/RAINIER 10 Murrey Park 8:00 PM	D5 - SEATTLE CENTRAL/RAINIER 10 Murrey Park 8:00 PM

D1 - LAKE STEVENS 3 Murrey Park 12:20 PM	D10 - CHINOOK 9 Murrey Park 7:30 PM
D2 - KEY PENINSULA 2 Murrey Park 7:30 PM	D9 - KIRKLAND AMERICAN 18 Murrey Park 8:00 PM
D3 - LARCH MOUNTAIN 0 Murrey Park 8:00 PM	D7 - SEATTLE CENTRAL/RAINIER 11 Murrey Park 8:00 PM
D4 - RIDGEFIELD 6 Murrey Park 8:00 PM	D6 - QUEENE ANNE 7 Murrey Park 8:00 PM
D7 - SEATTLE CENTRAL/RAINIER 10 Murrey Park 8:00 PM	D5 - SEATTLE CENTRAL/RAINIER 10 Murrey Park 8:00 PM

JUNIOR BASEBALL DIVISION

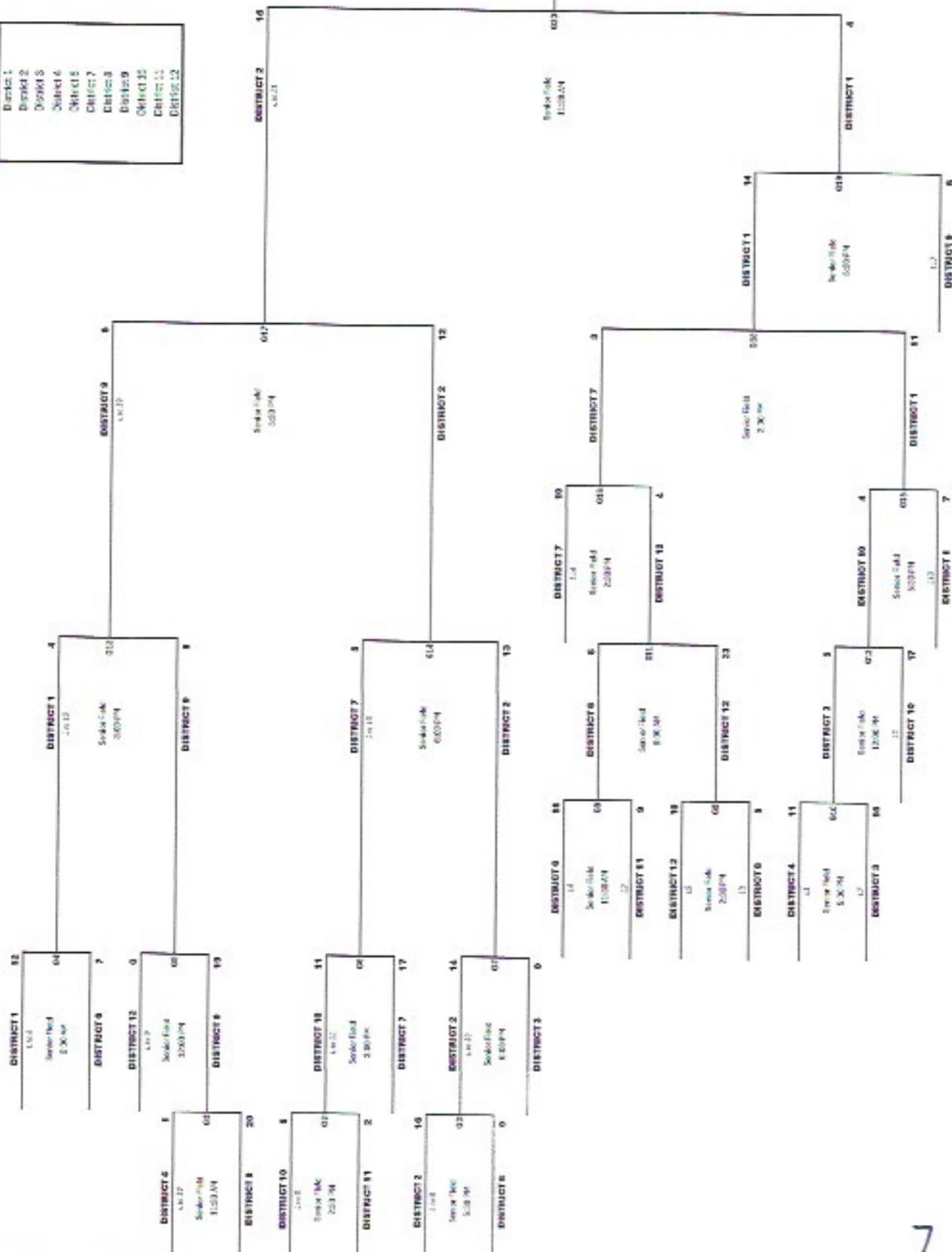
2025 WASHINGTON STATE ALL STAR TOURNAMENT

SOUTH KITSAP EASTERN SENIOR FIELD

Port Orchard

Sunday July 6	Monday July 7	Tuesday July 8	Wednesday July 9	Thursday July 10	Friday July 11	Saturday July 12
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Teams
District 1
District 2
District 3
District 4
District 5
District 6
District 7
District 8
District 9
District 10
District 11
District 12



Washington State Seniors Baseball

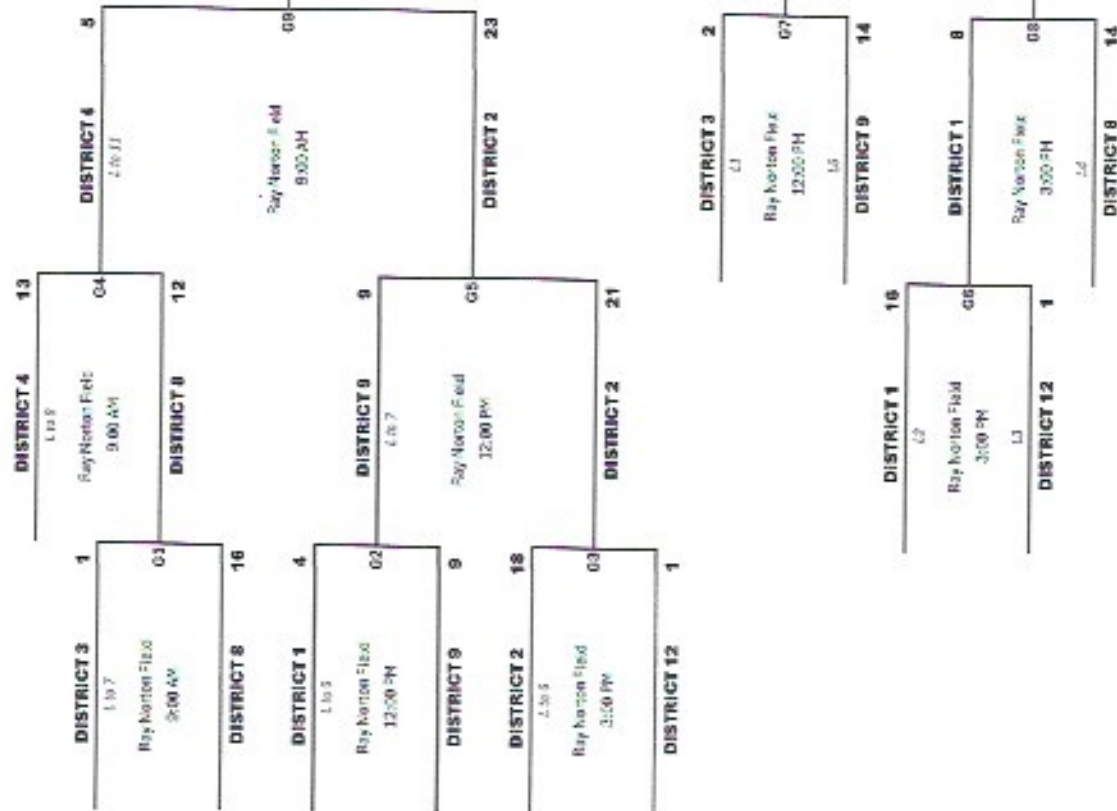
State Tournament

Ray Norton Field

Asotin Washington

Saturday July 5	Sunday July 6	Monday July 7	Tuesday July 8	Wednesday July 9
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Teams
District 1
District 2
District 3
District 4
District 8
District 9
District 12



Little League
Official District
Washington 5

2025 WASHINGTON STATE ALL STAR TOURNAMENT

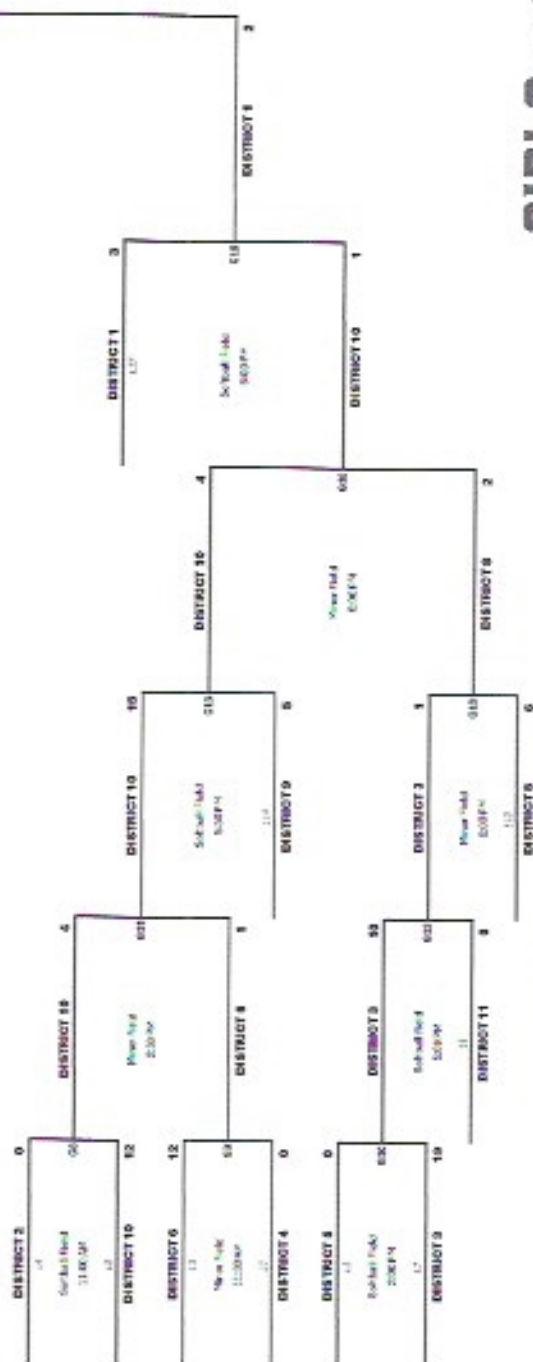
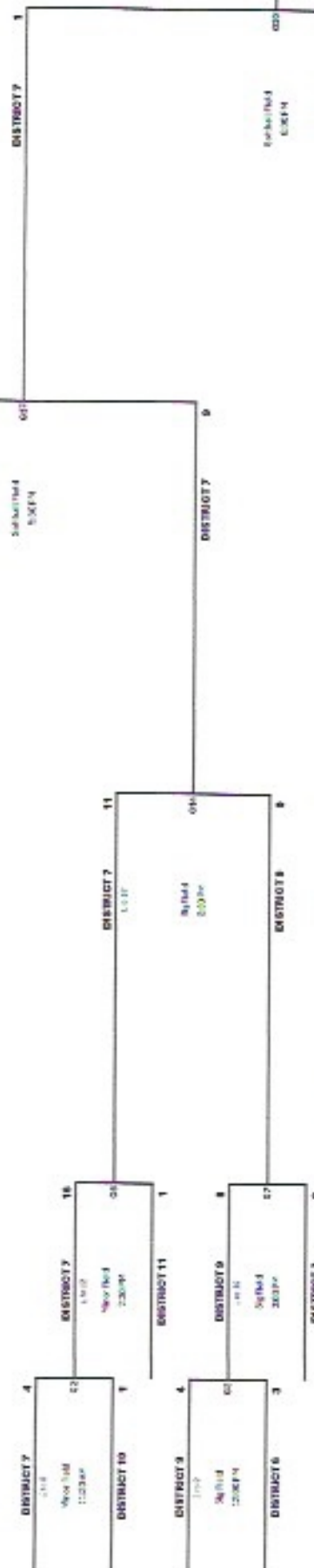
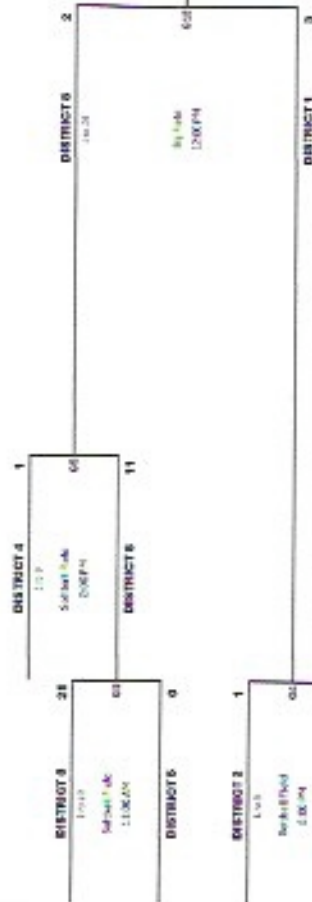
DAVID DOUGLAS PARK

900 W Garrison Road, Vancouver, WA

Saturday July 12	Sunday July 13	Monday July 14	Tuesday July 15	Wednesday July 16	Thursday July 17
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Towns
District 1
District 2
District 3
District 4
District 5
District 6
District 7
District 8
District 9
District 10
District 11



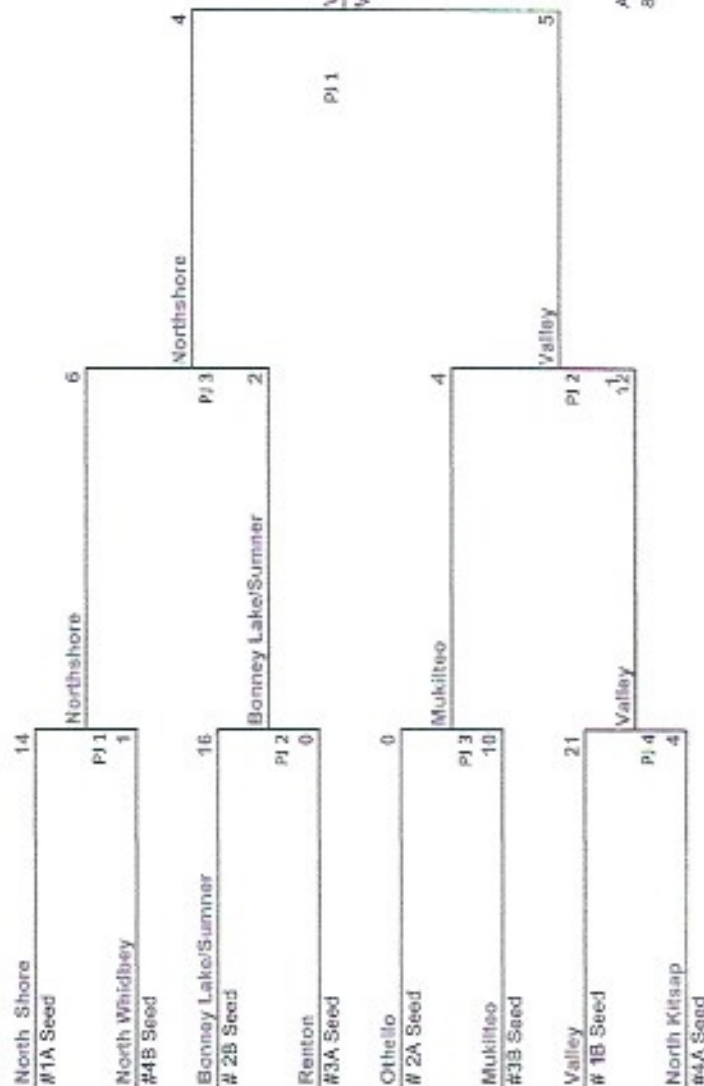
2025 WASHINGTON STATE 9-11 SOFTBALL SINGLE ELIMINATION BRACKET SCHEDULE



SUNDAY JULY 6TH 3PM

MONDAY JULY 7TH 6PM

TUESDAY JULY 8TH 6PM



Valley
WASHINGTON STATE CHAMPION

Approved 2 - 4-Team Pool Play and 8-Team Single Elimination Bracket
8-10, 9-11, and 10-12 Softball Divisions may play up to two (2) doubleheaders in a 7-day period



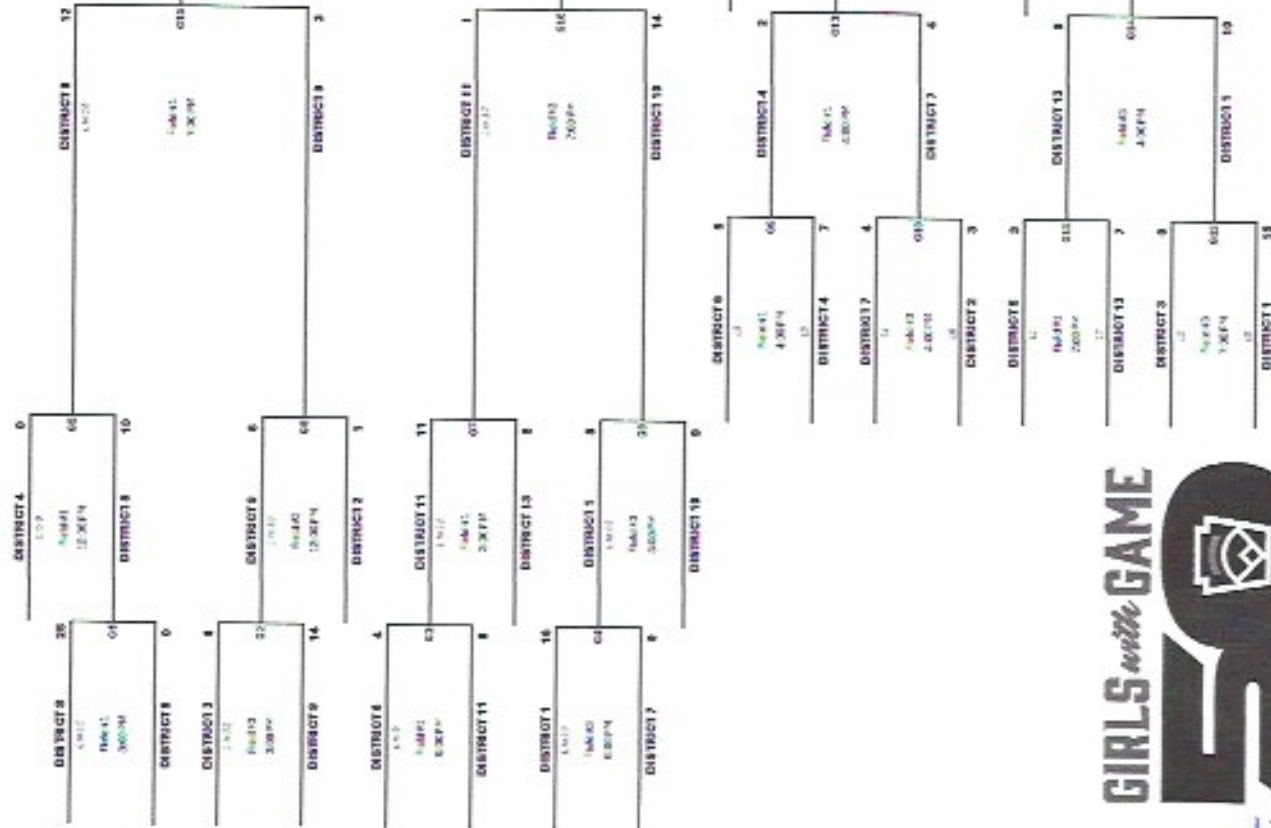
LITTLE LEAGUE SOFTBALL DIVISION
2025 WASHINGTON STATE TOURNAMENT
FEDERAL WAY NATIONAL FIELDS

450 SW Campus Drive Federal Way



Saturday July 5	Sunday July 6	Monday July 7	Tuesday July 8	Wednesday July 9	Thursday July 10	Friday July 11	Saturday July 12
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Team
District 1
District 2
District 3
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District 10
District 11
District 12





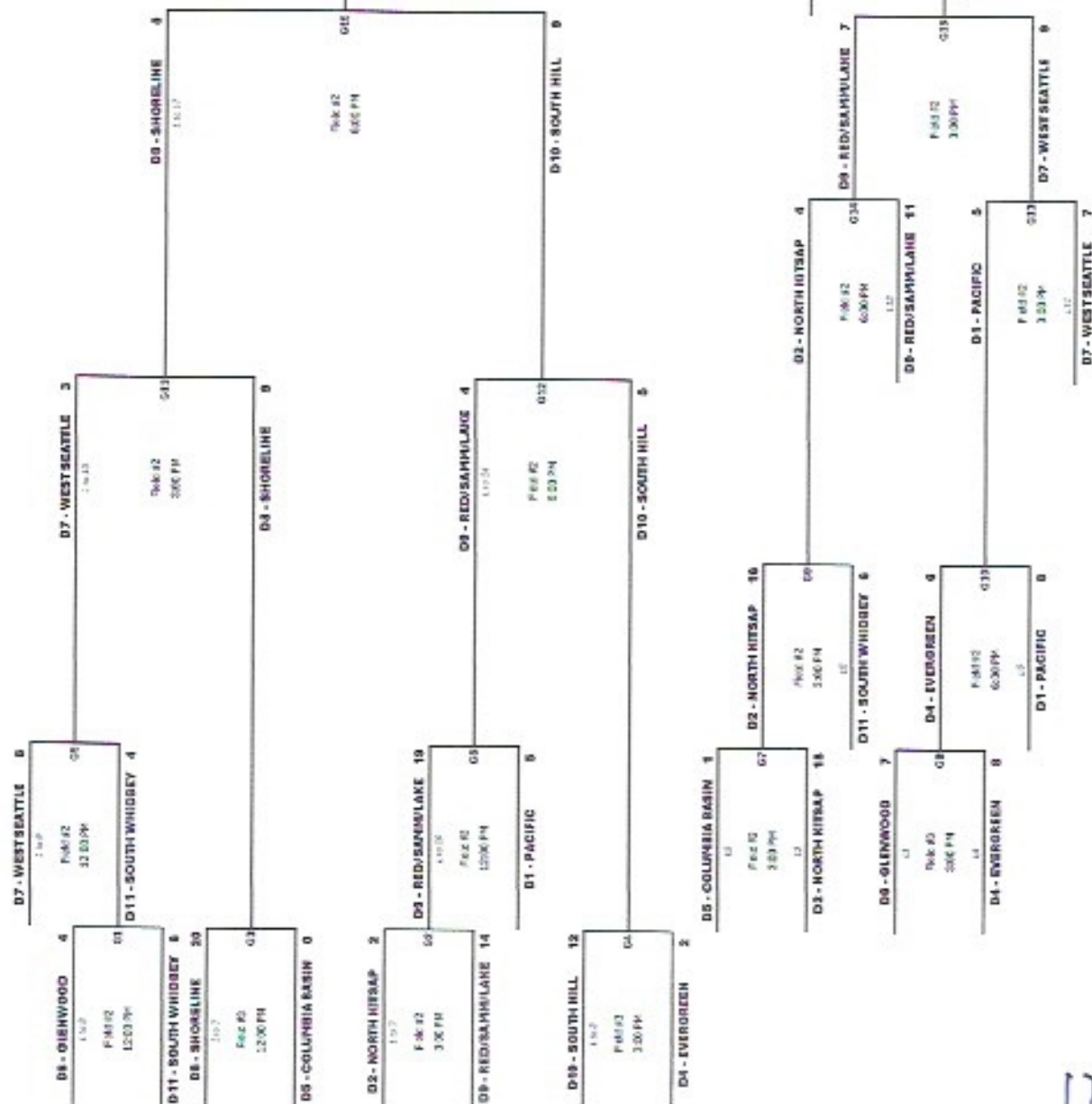
2025 WASHINGTON STATE ALL STAR TOURNAMENT

NORTHSHORE ATHLETIC FIELDS

14735 NE 145th St, Woodinville

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Aug 5	July 6	Aug 8	July 9	Aug 10	July 11	July 12

Teams
01 - Pacific
02 - North Knapp
03 - Evergreen
04 - Columbia Basin
05 - Olney Wood
06 - West Seattle
07 - Alameda
08 - Red Salmon Lake
09 - South Fork
10 - South Wharfedale



Little League

HOSTED BY WASHINGTON DISTRICT A

1. J. C. Y. (1979). *Journal of the Royal Society of Medicine*, 72, 111.

On March 22nd I had a coaches and managers meeting for our Challenger program, with almost everyone there. We discussed the upcoming year of 2025.

We discussed the upcoming year if Mariner games that the Mariners host. As most of you have been advised that this year for 2026 there will be 6 little league days that ALL of the challengers in the State of Washington need to be notified by the DA of dates and how to obtain tickets.

FOR 2026, HERE ARE THE DATES. ALL CHALLENGERS ARE WELCOME:

MARCH 29TH VS GARDIANS

APRIL 12TH VS HOUSTON

APRIL 19TH VS TEXAS

MAY 3RD VS KANSAS CITY

MAY 17TH VS SAN DIEGO

MAY 31ST VS ANGELS

JULY 5TH IS AN EXHIBITION WITH THE CHALLENGERS VS TORONTO

I have had quite a few conversations with John Stanton (CEO) of the Seattle Mariners and majority owner of the Mariners. He stated to me that the Mariners and himself are sooooo excited when this event is at T Mobile, so we will meet and hopefully come up with ideas. He stated that the players said this is the highlight of their year.

This game on July 5th should be involving teams that have **NOT EVER BEEN THERE AND TAKE TURNS IN YOUR DISTRICT.. I HAVE ALL BUT 2 TEAMS THAT HAVE PARTICIPATED.** Its hard as we in District have 9 teams.

(4 Senior Teams and 4 Regular teams. If you have kids over 15 you should start thinking of starting Seniors also. You could even join other districts if you have to. Headquarters are taking a look at this closer because of the liabilities and believe me Williamsport has plenty of them. If you all need help on this, I would be happy to facilitate. Lets get a meeting going EARLY if you wish to have one.

We in District 8 start our Season with practice on April 15th and then start our season the first Sat. In May. With that we announce and I start organizing our Challenger Jamboree. This year D-3 and D-7 and D-1 were all excited about coming to Woodinville to play in the Jamboree and also our 35th anniversary since the Challenger program was started in the State of Washington and continues to grow. Approximately 3 to 2 weeks before the jamboree I was called by all 3 teams saying they could get enough players to come. D-9 opted out as Bob Toigo said they were having their own jamboree. Really sad for all involved. The complimentary 35th anniversary shirts were ordered and arrangements for the lunch and we had to cut it back and also we ended up with odd amount of teams, but all worked out and they all had fun. Bill Denman THE HOT DOG GUY does a remarkable job of making the kids happy. One of our managers Rick Davis who has been with us for a while make arrangements for about 10 of the Aqua Sox players to be there and mingled with the kids along with the Moose and Webbly having fun boxing. What a highlight. All went well. We gave all Of the kids and umpires, medals, 35th anniversary pins.

Rick Davis made arrangements for ALL the Challenger players to attend for free and play another Exhibition game, August 11th We (challengers) are getting really (POPULAR). Danny Tellsoff who is the General Manager of the Aqua Sox I said they too have new things in mind and I will talk with them about it.

So that is about all, lengthy, I know. If anyone has any questions please call (360-805-0181

Respectively
Bev Newsome

Western Region Welcome Committee Tournament Report



Dear District Administrators,

The Western Region Welcome Committee extends heartfelt thanks to all who contributed to our recent tournament in San Bernadino. Our efforts were focused on creating lasting memories and enhancing the tournament experience for both players and families. We are delighted to report that our goals were achieved.

We are so excited to report that the "Pizza Fun Night" and the "Scavenger Hunt" for the Softball and Baseball teams on their arrival dates were successful. Thanks to the generosity of the monetary donations and those who donated from our wish list we were able to provide the following:

- Certificate frames for all the players and coaches
- Logo Pins and trading pins
- Keepsake dirt jars
- Raffle prizes
- Drawstring backpacks
- Lanyards
- Bags of snacks
- And much more!

One of the most exciting additions was the "Home Run" balls. Volunteers placed these balls in acrylic boxes and presented them to players or parents after each home run. Players also received a home run pin, and event staff participated in pin trading for home run balls. ESPN featured memorable moments of parents receiving these keepsakes, making this a true highlight of the tournament.

As we prepare for the 2026 season, we welcome your feedback and suggestions to further enhance the experience for our players, parents, and volunteers. Please do not hesitate to contact me or any member of our committee with your ideas and recommendations. Please join our Facebook page to see all the fun that was had at this year's events.

<https://www.facebook.com/groups/748501134419224>

As a registered 501(c)(3) organization (Tax ID: 33-3176166), we gratefully accept tax-deductible monetary and in-kind contributions. Every donation, regardless of amount, directly supports the players attending the Western Region Tournament and helps create memorable experiences. Whether you donate \$25, \$100, or an item from our Wish List, your generosity makes a difference.

Kindly mail your check payable to:
Western Region Welcome Committee
Attn: Jenice Condie
1167 Dillard Court
San Jose, CA 95128



Western Region Welcome Committee Tournament Report

We will continue to work towards Volunteer Recruitment for the tournament. Many of the committees are looking for volunteers. If you or members of your staff are interested in volunteering, we'd love to hear from you! Please help us spread the word; we're building our list of available volunteers for the events.

Thank you for your dedication and support to this program and the Welcome Committee. Your commitment is truly appreciated, and I'm grateful to be involved.

With gratitude,

Valarie Walton

Chair, Western Region Welcome Committee

Fvwalton@live.com | 702-300-8773 |



Washington State DA's Meeting

Tuesday, March 25, 2025

Virtual, via Zoom

- I. Call to order at 7:02pm
- II. Roll Call:
 - a. All Districts present except for D7
 - b. Also in attendance: John Chadwick (D9), Bev Newsome (D8), Rob Little (D9), Janice Christensen (D9), Tonya Henry (D9), Bill Kosmas (D11), Stacy Ashcraft (D13), Darrin Leggett (D4, State Softball UIC)
- III. Approval of Minutes Sept 28, 2024
 - a. Motion D6; Second D9. Motion passed unanimously
- IV. Old Business
 - a. Discussion of State Tournament Dates and Sites
 - i. SB 8-10:
 1. D4 has proposed a SB State 8-10 Tournament start date of June 28, with some double headers. This is the only date that works for the league that is hosting in District 4, and field availability by that league.
 2. At least 8 of the Districts cannot make that work due to school schedules, District tournaments and very compressed schedules.
 3. District 4, and possibly District 6, will investigate other hosting possibilities and dates, trying to get something closer to July 19-26, and will try to get back to everyone within a week with an update.
 - ii. Softball Seniors
 1. D2 and D8 will have a team. Possible that D11 and D1 may also and will report back within a week
 2. At a minimum D2 and D8 will determine dates and locations for the State Tournament (possible home-and-home over 1-2 days), logistics and cost sharing, and will communicate details soon.
 - iii. Updates on Tournament Locations: Glen to update the State chart and send out an update. Still need to get some exact field locations.
 1. Baseball 8-10: Host D7, Location unknown, July 19-26
 2. Baseball 9-11: Host D13, West Plains Little League, Cheney/Medical Lake, July 19-26
 3. Baseball Majors: Host D6, Salmon Creek Little League, July 12-20
 4. Baseball Intermediate: Host D11, Elma LL, Murrey Park, July 5-13
 5. Baseball Juniors: Host D2, Location TBD, July 5-13
 6. Baseball Seniors: Host D5, Asotin County LL, July 5-13

7. Softball 8-10: Host TBD, Location TBD, Tentative Dates hopefully closer to July 19-26
8. Softball 9-11: Host D1, Phil Johnson Fields, Everett, July 5-13
9. Softball Majors: Host D10, Auburn Little League, Sunset Park, July 5-12
10. Softball Juniors: Host D8, Northshore Athletic Fields Woodinville, July 5-12
11. Softball Seniors: Host TBD. Location TBD. Dates TBD. Details to be determined by D2 and D8.

b. Mariners Relationship

- i. Glen met with the Mariners
- ii. Art Michaelson grant, \$5K grant for leagues with scholarship players
- iii. Game Changers Award - Recognition of athletes and volunteers who go above and beyond with their support of LL. Nominations will occur and recognition at upcoming Mariners game(s).
- iv. Mariners Bob Hellinger Little League Volunteer of the Year award (LL), to be presented at the last LL Mariners Day (Sun June 1).
- v. Glen to email all the info out to the DAs, including info on the application/nomination process once its all known. Stay tuned.
- vi. Mariners Day on Sunday March 30. D10 Ken Kenold will be honored.

c. State Directory

- i. Update coming soon from Glen. If any further changes, please advise Glen ASAP.

d. Other Old Business

- i. Mariners playing the Mets at the LLWS Little League Classic in Williamsport.
- ii. Western Region Golf Tournament on August 1 in San Bernardino, the day before the start of the Baseball Majors Regional Tournament:
 1. Registration at: <https://west-region-little-league-golf-tournament.perfectgolfevent.com/>

V. New Business

a. Discussion of return to process of Districts choosing State Tournament Dates

- i. In 2026, should the State Tournament start dates be determined by League/District and not at WA State Level?
- ii. **Motion:** At the annual Fall meeting of WA State DA's, confirm if each of the specified districts from the rotating WA State Tournament calendar can host, and then have the dates set by ~~January 10~~ (December 15 per amendment).
Motion by D9; Second by D8.
 1. Amendment to change the date from January 10 to December 15.
Agreed to by D9 (maker of the motion)
- iii. Discussion of guidance on what appropriate dates means.

- iv. State Tournaments need to complete 7 days before their respective Regional Tournament starts.
- v. Dates for Regional tournaments are pretty much the same now year over year. With very little variation.
- vi. **Motion passed 10-1.**
- b. Date and Place of Next meeting in the fall of 2025 will be up to District 5:
 - i. Process: The Fall WA State Meeting host is usually the District that will be hosting Baseball Majors for the upcoming season.
 - ii. Bob needs to know if D9 should be reserving a room in Redmond, or if it will be hosted in D5. The sooner this is known, the better for everyone -- by July.
 - iii. Fall Meeting: If the fall State Meeting is in D5 (east of mountains), then the umpire meeting may need to be via Zoom. It may be a hard-sell to get 10-12 UIC's to travel to D5.
- c. Pre-game Procedures (Supplement to Tournament Requirements)
 - i. Pat (D2) and Bob (D9), with help from Melanie (D6) will be working on a common set of All Star Tournament pre-game procedures. Including such details as coin flip, bracket calling (top/bottom), lineup cards and when changes can be made to them, when teams can go on the field, who's dugout is home vs away, when infield warm-up occur, time between innings, etc.
 - ii. This will help to facilitate a consistent set of procedures for team expectations at State, and should be implemented by each District for their District Tournaments.
- d. State Packet
 - i. Due in electronic PDF format by June 15 to Glen and all the DA's for the Districts via the Washington DAs Discussion Forum DL <wadas@lists.rodeonetworks.com>
- e. Other New Business
 - i. Report from Bill Kosmas, WA State Umpires: Too many State tournaments are starting at the same time. May cause umpire crew scheduling.
 - ii. Softball: Darrin Leggett: Numbers are up.
 - iii. Very robust "east of the mountains" umpire clinic.
 - iv. Chris Mattis from D2 will be umpiring at Williamsport!
- VI. Motion to adjourn by D9 (Bob), Second by D11 (Susan).
 - a. Meeting adjourned at 8:09pm

Pre-Game Activities Proposal

- ◇ Home or visitor is determined by coin flip. Managers should meet with the tournament director 45 minutes before scheduled game time. The coin will be called in the air and must hit the ground. If you are not at this location on time with your lineup form filled out, you will forfeit the call to the manager who is present. Team on the bottom of the bracket calls the coin as it is being tossed. Managers should declare at this time whether they will take infield/outfield warmups on the field.
- ◇ Managers will submit lineups on the official lineup cards. Lineups should include first and last names (no nicknames), position number, and uniform number. Managers may make changes to the lineup at any time until it is presented to the umpire at the plate meeting and the umpire calls it official. If changes are made between giving them to the tournament director and the plate meeting, managers should either let the official scorekeeper know the changes or ask the umpire to inform the official scorekeeper at the plate meeting.
- ◇ When dugouts are made available and cleaned out of all equipment by the team in the preceding game, teams may enter the dugout. Anything made of glass is prohibited. Other items allowed by the host league must be in the dugout prior to the start of the game.
- ◇ Twenty five minutes before game time, the visiting team will have 7 minutes for infield. The home team will follow with its 7 minutes of infield. When a team is taking infield, all players, managers and coaches for the opposing team must be inside the dugout.
- ◇ Managers should inspect their own equipment to be sure it matches Little League regulations and is safe. Umpires will not be inspecting equipment per Little League rules. If an illegal bat is seen at the plate by the umpire, the manager and player using the bat will be ejected, so be sure you have done a good job of checking bats.
- ◇ Any equipment removed from the game will be tagged and retained at the tournament site until that team exits the tournament. It is the manager's responsibility to reclaim the removed equipment when the team has been eliminated.

District Logo / Letterhead

Dear Little League Presidents, Managers and Coaches:

Congratulations on representing your Little League District at the level baseball/softball state tournament. District 0 is proud to host this tournament at XYZ Field in Hometown, Washington. Please review this packet carefully. It includes information specific to this tournament. Although you want to celebrate the victory with your team, in some cases turnaround time to be ready for the state tournament is very short, so you need to read this packet immediately to be sure you don't miss any steps.

The host team is preparing a memorable tournament for your players. The following information will help your team benefit from their planning, as well as being respectful to the home league that has put in so much time to host this prestigious event.

- ✓ Email me or different person your team name, manager name, phone number and email right away so we have someone to contact if anything changes or we need something from your team.
- ✓ (Optional) Please email me your team photo quickly in .jpg format. Printing programs is time consuming. We need the photo by July ? to ensure your team's inclusion in the program. (Optional) Send me your team's roster with numbers for inclusion in the tournament program. Please review spellings (check them with the players if needed). Once the program is printed, we can't correct misspelling.
- ✓ A mandatory meeting of all managers will be held at X:00 on Aday, July ? at the ABC Building / XYZ Field.
- ✓ Opening Ceremony and parade of district champions will take place at Y:00 Aday at the host field.
- ✓ Games start at Z:00 as shown in the attached bracket.
- ✓ Follow tournament progress when you can't be at the tournament site at <http://www.littleleaguewa.org/> or (List other district or host league sites).
- ✓ If after reviewing this information you still have questions about your participation in the state level baseball/softball tournament please feel free to contact me by phone or text at ----- or by email at ++++++@IIIIHHH.com

Sincerely,

Ima D.A. Now
District 0 Administrator
Address,
Phone Numbers,
Emails

Tournament Notes

- ✓ A mandatory meeting of all managers will be held at X:00 on Aday, July ? at the ABC Building / XYZ Field. Coaches, league presidents and district administrators are also welcome to attend this meeting.
 1. Please bring your team binder required for team tournament participation. Please be sure your map is signed by president and district administrator, along with other documents requiring their signatures.
 2. Documents will be reviewed and returned to you prior to your first game.
 3. We will retain the affidavit and return it to you after your team has finished tournament play.
 4. Bring a team roster including names and proper phonetic pronunciations for each player. If you aren't sure how to pronounce a player's name, verify it with parents or player so that each player is announced properly during the tournament.
 5. We will provide some food and soft drinks/water.
 6. We will provide the tournament lineup cards to be used by all teams for each game of the tournament.
 7. We will conduct coin tosses for home/visitor for the first day's games.
 8. We will have district personnel (including umpires) along with representatives of the host league to answer questions about tournament conduct, field specifics and practice field availability. It will also be an opportunity for discussion among team managers.
- ✓ Opening Ceremony and parade of district champions will take place at Y:00 Aday at the host field. We would like all teams to be present for this event. It is a memorable and meaningful event for all tournament players (and the parents and family members). This is also a great photo opportunity and a chance for players to mingle and shed some of the pre-tournament jitters.
- ✓ You are responsible to know the current year's Little League Baseball/Softball Rules and Regulations, including all tournament rules.
- ✓ Tournament bracket updates will be at <http://www.littleleaguewa.org/>
- ✓ The tournament is under the direction of District 0 Little League, it's district administrator and District staff. Games will be played at Hometown Little League's XYZ Field, located at
- ✓ The field is a baseball/softball field, with dirt, grass or artificial turf infield and natural grass or turf outfield. The field has no mound, baseball mound or portable mound. Dimensions are 200 feet to all fields with permanent/portable or no fence. The facility has a covered grandstand, bleachers, no fixed seating. Parents are encouraged to bring chairs / won't need chairs to view the games. The field is a closed park with no special ground rules or has special ground rules that will be covered at the manager's meeting.

- ✓ There will be a tournament barbecue/breakfast/lunch/ etc. hosted by District 0 and Hometown Little League on Aday at X:00 at the tournament facility. All players (families, others) are encouraged to participate.

Points of Emphasis

- ✓ Please review tournament rules regarding leaving the dugout, communication from outside the dugout or to fans outside the dugout. Parents may not bring food or drink into the dugout during the game.
- ✓ Managers must keep lineups or scorecards (scorebooks if desired) in the dugout. Managers or coaches cannot get assistance from someone maintaining lineups or scorebook outside the dugout.
- ✓ Don't bring electronic devices onto the field or the dugouts. The exception is an electronic device to run a scorekeeping application provided the outside communication functions of the device are disabled (airplane mode).

Game Day Events

- ✓ Managers should inspect their own equipment to be sure it matches Little League regulations and is safe.
- ✓ Pitchers will get one minute between innings to throw up to eight warm up pitches.
- ✓ The manager will give all substitutions to the plate umpire. The plate umpire will give the substitutions to the official scorekeeper and the opposing team. Offensive substitutes can only be announced to the umpire as the player comes to bat. The player can give the report to the umpire.
- ✓ Managers may obtain a pitch count at any time by calling time out and asking the umpire for a pitch count.
- ✓ Home or visitor is determined by coin flip. Managers should meet with the tournament director or designee one hour before game time. The coin will be called in the air and must hit the ground. Team on the bottom of the bracket calls the coin as it is being tossed. At that time, managers will be requested to submit lineups on the official lineup cards. Managers may make changes to the lineup at any time until it is presented to the umpire at the plate meeting and the umpire calls it official. If changes are made, managers should either let the official scorekeeper know the changes or ask the umpire to inform the official scorekeeper.
- ✓ When dugouts are made available, and cleaned out of all equipment by the team in the preceding game, teams may enter the dugout. Anything made of glass is prohibited. Other items allowed by the host league must be in the dugout prior to the start of the game.
- ✓ 25 minutes before game time, the visiting team will have seven minutes for infield. The home team will follow with its seven minutes of infield. When one team is taking infield, all players, managers and coaches for the opposing team must be inside the dugout.

- ✓ Player introductions will be made for all players for both teams if one or both of the teams is making its first tournament appearance. Player introductions will again be made for one or both championship games.
- ✓ Following introductions, the National Anthem will be played for the first game of the day, followed by the Little League Pledge. For games after the first game of the day, the Little League pledge will be recited. If no introductions are made, players will go to their respective foul lines for the National Anthem for the first game of the day, followed by Little League pledge, or for just the Little League pledge on games where the National Anthem is not played.
- ✓ Managers will then meet umpires at home plate while the players return to the dugouts. At the conclusion of the plate meeting, the umpires will signal the players to take the field.
- ✓ After the game, players will shake hands and may exchange pins if one or both teams have them to exchange. When a team is eliminated from the tournament, both teams will line up. The team leaving will be introduced as they receive tournament participation pins.
- ✓ Managers should report to the score booth to verify pitch count and initial the agreement with the count. Failure to initial the affidavit within 15 minutes of the end of the game means the pitch counts are official as written. Managers will receive lineup cards for the next game and have an opportunity to verify time and field where the next game will be played.

Tournament Team Roster

League Name _____ Home City _____

	Name	Pronunciation
District Administrator	_____	_____
League President	_____	_____
Team Manager	_____	_____
Team Coach	_____	_____
Team Coach	_____	_____
Number		
Player	_____	_____
Player	_____	_____
Player	_____	_____
Player	_____	_____
Player	_____	_____
Player	_____	_____
Player	_____	_____
Player	_____	_____
Player	_____	_____
Player	_____	_____
Player	_____	_____
Player	_____	_____
Player	_____	_____
Player	_____	_____
Player	_____	_____

Please complete form, scan or fill out digitally, and email to imudanow@district0.com

THIS PAGE RESERVED FOR TOURNAMENT BRACKET

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THIS PAGE RESERVED FOR FIELD MAP AND DIRECTIONS.

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All teams are responsible for housing their players, managers and coaches, as well as transportation to and from the tournament site. Following is a non-exhaustive list of local hotels and campgrounds.

THIS PAGE RESERVED FOR LISTING OF HOTELS, CAMPGROUNDS AND OTHER PLACES FOR TEAMS TO STAY.

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Quick Reference

Team Photos (if Requested) and team rosters (if requested) are due by Date for inclusion in the program. Email to

Manager's Meeting – Date, time, location

Opening Ceremony – Date, Time, Location

Hosted barbecue, meal, breakfast, picnic – Date, Time, Location – who is invited, players and coaches only, families, etc.

Tournament Start Date - S End Date - X or Y

Field Name and Address —

The field is a baseball field softball field.

The field has a dirt infield grass infield turf infield

Outfield is natural grass turf

The field has no mound baseball mound portable mound

The field is _____ feet at all locations (or _____ feet down the lines and _____ at center field).

The field has permanent fences portable fence no fence

The facility has ___ covered grandstand ___ bleachers ___ no fan seating. There is room / no room for fans to bring their own seating.

How to Host a Little League Tournament

Positions

1. Have one person designated as the tournament director for the league. By rule the district administrator or designee is the tournament director for the games & related competition elements, but someone from the host league needs to be designated as the person in charge of personnel, equipment, fields, etc.
 - a. The league's tournament director is in charge of coin flips and to keep everything moving.
 - b. He or she is the contact person for umpires, managers and local league volunteers.
 - c. The district representative will be there to answer questions, help the league tournament director and other volunteers as needed. The district person can help with the coin flip and other things to keep the tournament moving.
 - d. The district representative should not replace the volunteers in positions listed.
2. Score keeper
 - a. Someone has to keep a handwritten scorebook. This is the official book and the one that will be used by umpires, managers and team officials to settle disputes.
 - b. This person should be reasonably well trained at keeping book, but district representatives can advise on tournament-specific items which need to be recorded.
3. Pitch Counter
 - a. One person should be designated as a pitch counter. They should coordinate each half inning (or more often) with the official book to be sure they match.
 - b. A pitch clicker/counter or a pitch counting sheet should be used. If two people are available, both a clicker and a sheet can be used.
 - c. As pitchers change and at the end of the game, this person needs to be sure that the pitch record is added to the affidavit. This could also be done by someone else in consultation with the pitch counter and scorekeeper.
4. Announcer
 - a. It makes the players feel important and parents proud to have someone announce the player's names and it is good for fans to pass on information (pitching changes, a particular call that has fans confused, etc).
 - b. A pronunciation guide is desirable so the name that is announced is said properly.
 - c. This is not a play-by-play position. He or she should not be announcing routine plays (such as a ground out to first or flyball caught by the centerfielder) nor should it be used for comments about the game (such as great catch).
5. Field Crew
 - a. Several people need to be available to manicure the field, chalk lines, groom the mound, wet the field down, etc.
 - b. The goal would be on and off the field between games within 20 minutes./

Equipment/Supplies

1. A Bracket
 - a. The bracket will be drawn up by the district and sent to the host league for use in programs (if applicable) and to have in the score booth for the announcer and others.
 - b. For state tournaments, it is recommended that the host league have a larger bracket made to have at the field. It is given to the tournament winner at the end of the event. A larger bracket is optional for district tournaments.
2. Participation Pins and Banners
 - a. The district provides these for state, district, and TOC tournaments.
3. Trophies
 - a. By rule, districts are not allowed to buy trophies for international tournaments. If the host league wants these, they should have at least a first and second place team trophy.
 - b. The district purchases team and individual trophies for TOC.
4. Baseballs
 - a. Host league purchases these. They should be stamped for tournaments – not regular season.
5. Programs
 - a. Host league can make programs and get the profits from ads and sales.
6. Food
 - a. The host league operates and keeps all money from concession sales. This includes food, 50-50 raffle, programs, fanware, etc.
 - b. The host league must provide at least a hot dog/hamburger and soft drink/water to umpires (per game) and district officials supervising the game (per doubleheader).
 - c. The league must also be sure that dugouts have water and cups for players and coaches on warm days. Most bring their own, but hydration is a safety issue, so be sure there is water available.
7. Facilities
 - a. In addition to the obvious – a place for tournament volunteers to stay dry and warm – it is appreciated if umpires have a designated area where they can eat, rest or take a break between games. Snacks and water are appreciated. This also needs to be a safe place where they are away from fans. Warn people who pursue the umpires and violate their space are trespassing and the police will be called. If that doesn't work – call the police.
8. Emergency personnel
 - a. Notify police, emergency medical and local hospital of the dates of the tournament so they can be aware that there is a possibility of a need for help and where they would need to go. This isn't as important in small towns as in larger ones.

9. Pre-Game Procedures and In-Game Announcements

- a. Home or visitor is determined by coin flip. Managers should meet with the tournament director 60 minutes before the scheduled game time. The coin will be called in the air and must hit the ground. If the team coach or manager is not at this location on time with the lineup form filled out, that team will forfeit the call to the manager who is present.
- b. The team on the bottom of the bracket calls the coin as it is being tossed. Managers should declare at this time whether they will take infield/outfield warmups on the field.
- c. Managers will submit lineups on the official lineup cards. Lineups should include first and last names (no nicknames), position number, and uniform number. Managers may make changes to the lineup at any time until it is presented to the umpire at the plate meeting and the umpire calls it official. If changes are made between giving them to the tournament director and the plate meeting, managers should either let the official scorekeeper know the changes or ask the umpire to inform the official scorekeeper at the plate meeting.
- d. When dugouts are made available and cleaned out of all equipment by the team in the preceding game, teams may enter the dugout. Anything made of glass is prohibited. Other items allowed by the host league must be in the dugout prior to the start of the game.

10. Announcers

- a. Announcer will announce for the home team to take its infield 25 minutes before game time. A volunteer (usually the announcer or scorekeeper) will time the seven minutes of infield, giving a 1-minute warning before the end of the seven minutes. When the visiting team is finished, the announcer notifies the home team that it has seven minutes, again giving a 1-minute warning before the end of the time. Adjust the time if one or more teams decided not to do infield.
- b. When the teams have completed infield announcer will begin announcing for the fans. The following "script" is intended to help those that aren't comfortable announcing to a crowd. Veteran announcers are welcome to use their own words or phrases:

WELCOME TO THE (name of tournament) BETWEEN (visiting team name) AND (home team name). WILL BOTH TEAMS PLEASE LINE UP ALONG THEIR RESPECTIVE FOUL LINES. Then announce:

ANNOUNCING THE PLAYERS FOR THE GAME – We do player introductions for both teams if there is a team that hasn't played yet. Plus for the championship game(s):

FOR THE VISITORS – announce the manager first, and then each player by name and number from the lineup card as it's listed in the affidavit unless there has been a legitimate reason for using a different name (for example: Player A has always been known by his

stepfather's last name because his dad hasn't been in the picture for most of the player's life – Your district representative can make this decision). Then announce the coaches.

FOR THE HOME TEAM - announce the manager first, and then each player by name and number from the lineup card as it's listed in the affidavit unless there has been a legitimate reason for using a different name. Then announce the coaches.

UMPIRES FOR TODAY/TONIGHT'S GAME – announce each by name and field location starting with first base and ending with the plate umpire.

For the first game of the day, announce:

AT THIS TIME WE ASK YOU TO PLEASE RISE, REMOVE YOUR CAPS AND JOIN WITH US AS WE HONOR AMERICA BY THE PLAYING OF THE NATIONAL ANTHEM. – Play song. Try to find a version that is under two minutes in length – young players get restless.

For every game, announce: PLEASE REMAIN ON THE FIELD FOR THE LITTLE LEAGUE PLEDGE or if no introductions WILL BOTH TEAMS PLEASE LINE UP ALONG THEIR RESPECTIVE FOUL LINES FOR THE LITTLE LEAGUE PLEDGE:

Announce – PLAYERS PLEASE REPEAT AFTER ME THE LITTLE LEAGUE PLEDGE
I TRUST IN GOD ... I LOVE MY COUNTRY AND WILL RESPECT ITS LAWS ... I WILL PLAY FAIR AND STRIVE TO WIN ... BUT WIN OR LOSE I WILL ALWAYS DO MY BEST.

During infield warm up just prior to the beginning of the game and the beginning of the second half of the first: Team Name STARTING BATTERY IS CATCHER Name and Number and THE STARTING PITCHER IS Name and Number.

As each player comes up announce name and number. Wait until you see who is coming up. We announce the name and number of player batting – not what's on the lineup.

Announce pitch count as players leave the game for relievers and also at the end of each half inning.

11. Post-game Procedures

- a. End of game announce the winner and final score – the next time and day for the winner and opponent if known and the time and day of the loser if that team hasn't been eliminated. If it is the last game for the losing team, announce:

WILL THE PLAYERS OF EACH TEAM PLEASE GET LINED UP ON THE BASE LINES FOR PRESENTATION OF THE PLAYER PARTICIPATION PINS. THE PINS ARE BEING PRESENTED BY name of person(s) presenting pins. Announce name of each player, manager and coach.

- b. After the championship game, players, coaches, and manager for the losing team and then announce trophy presentation (if there is one). Then announce player, coaches, and manager for the winning team and then announce trophy and/or banner presentation.
- c. Remind managers to come up and sign the pitch count on the affidavit.
- d. Remind teams to clean out their dugouts
- e. Thank the fans for coming and the players for a great game.

12. Affidavit

- a. Tournament director takes it when the managers arrive for that team's first game and retains it in a secure place until a team is eliminated or completes the tournament. It is a good idea to take it to the manager after the team's last game, because they are less likely to remember it if they aren't continuing. Remind the manager of a team moving on that they need to keep it intact with all pitching records for the next tournament.