

**IMPORTANT: If you are not the primary person in charge of the day-to-day operation of your American Legion Baseball team for the 2015 season, please pass this material on to that person immediately.**



**TO:** All **METRO-AREA JUNIOR LEGION** Baseball Managers/Head Coaches

**FROM:** Mike Perry, Minnesota State Baseball Director,  
Al Zdon, Minnesota State Baseball Secretary, and your  
Minnesota American Legion Baseball District Directors

**DATE:** January 1, 2015

**SUBJECT: ADMINISTRATIVE ISSUES FOR THE 2015 SEASON**

Greetings from your Minnesota American Legion Baseball Committee. We hope you are having a productive off-season and that you are preparing for another great season of American Legion Baseball, which is right around the corner.

**PLEASE REVIEW ALL OF THE INFORMATION SHEETS VERY CAREFULLY:**

1. Key Minnesota American Legion Baseball Contacts for 2015
2. Information on National's new Background Screening Requirement (**VERY IMPORTANT**)
3. Electronic Team Registration and Insurance Requirements / Procedures for the 2015 Season
4. 2014 Fees / Rule Reminders / Playoff Info
5. Important 2015 Deadline Dates (**NOTE: some deadlines are earlier than previous year**)
6. Concussion Training Law Reminder
7. On-line Resources for Managers and Coaches

As always, your District Directors and State Committee are available to provide assistance that you might need. (Contact information for state-wide personnel is below. Please see the reverse side for 2015 District Director contact information.)

**Vice Director, Division I:** Steve Nelson  
1303 Prairie Street Chaska, Mn 55318  
952-334-0696 [nelson.steven9@gmail.com](mailto:nelson.steven9@gmail.com)

**State Director:** Mike Perry  
4810 Caribou Drive, Minnetonka, MN 55345  
612-998-3636 (c), [mikeperry5@comcast.net](mailto:mikeperry5@comcast.net)

**Vice Director, Division II:** Al Davis  
115 Pawnee, Princeton 55371  
763-389-7814 (h), [thealdavis@hotmail.com](mailto:thealdavis@hotmail.com)

**State Secretary (Legion Office in St. Paul):**  
Al Zdon, 20 West 12th Street, Room 300A  
St. Paul, MN 55155-2069  
651-291-1800 x 221, Fax: 651-291-1057  
[azdon@mnlegion.org](mailto:azdon@mnlegion.org)

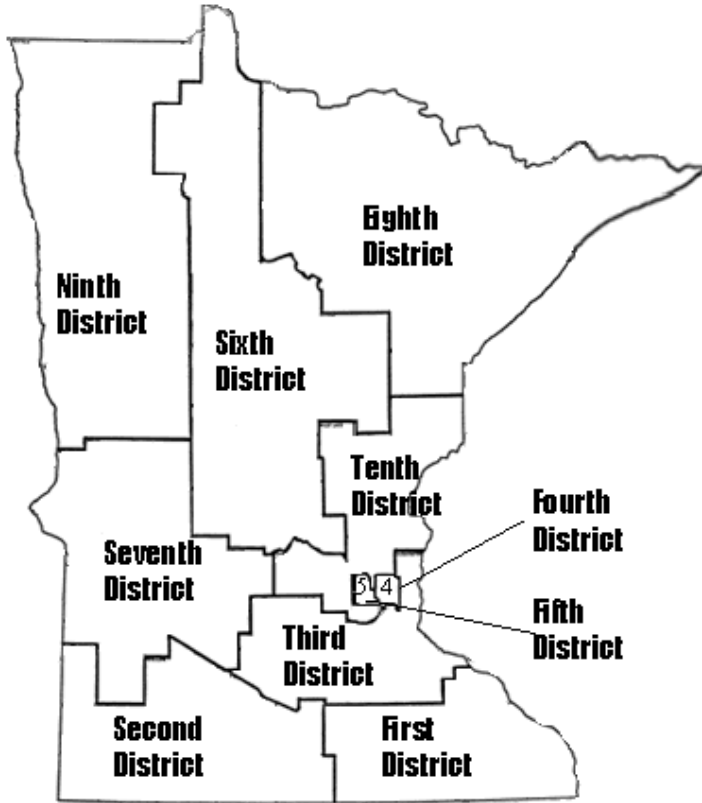
**Junior Legion Director:** Jim Peck  
7227 Pontiac Circle, Chanhassen 55317  
952-474-5071 (h), 952-210-8462 (c)  
[jimepeck@aol.com](mailto:jimepeck@aol.com), Fax: 952-474-3079

**Team Registration/Web Help:**  
Gail Kalata (District 4)  
2226 Douglynn Lane, St. Paul 55119  
651-731-0550 (h), 651-592-4279 (c)  
[info@tricitybaseball.org](mailto:info@tricitybaseball.org), [scgj@aol.com](mailto:scgj@aol.com)



## 2015 Minnesota American Legion Baseball District Directors

Contact your area American Legion Baseball District Director (as shown by the following map). For further general information about American Legion Baseball, visit the Minnesota American Legion's web site at [www.mnlegion.org](http://www.mnlegion.org) and/or the National American Legion Baseball site at [www.legion.org](http://www.legion.org). Please note, however, that some Minnesota American Legion Baseball rules do vary from Rules published on the National web site and in the National Rule book.



**District 1 (Counties of Wabasha, Waseca, Steele, Dodge, Olmsted, Winona, Freeborn, Mower, Fillmore, Houston)**  
Jarvis Anderson  
.750 4<sup>th</sup> Ave NW Plainview, MN 55964  
507-534-2644 (h), [heyjude91539@yahoo.com](mailto:heyjude91539@yahoo.com)

**District 2 (Counties of Lincoln, Pipestone, Murray, Redwood, Brown, Cottonwood, Watonwan, Blue Earth, Rock, Nobles, Jackson, Martin, Faribault)**  
Vern Kitzberg  
12971 Shag Road  
New Ulm, Mn 56073  
507-276-6827  
vernkitz@yahoo.com

**District 3 (Counties of McLeod, Sibley, Carver, Nicollet, Scott, LeSueur, Rice, Dakota, Goodhue, Washington)**  
Bruce Young  
225 Columbine Lane West, Shakopee, MN 55379  
612-850-1948 (c), 952-445-2519 (f),  
[byoung3547@yahoo.com](mailto:byoung3547@yahoo.com)

**District 4 (Ramsey County)**  
Gail Kalata  
2226 Douglynn Lane, St. Paul, MN 55119  
651-731-0550 (h), 651-592-4279 (c)  
[info@tricitybaseball.org](mailto:info@tricitybaseball.org), [scgj@aol.com](mailto:scgj@aol.com)  
District 4 website: [www.tricitybaseball.org/dist4.htm](http://www.tricitybaseball.org/dist4.htm)

**District 5 (Cities of Minneapolis and Richfield)**  
Jim Larson  
9216 Washburn Ave So Bloomington, MN 55431  
612-791-9810 [j9les@aol.com](mailto:j9les@aol.com)

**District 6 (Counties of Lake of the Woods, Beltrami, Hubbard, Wadena, Cass, Crow Wing, Aitkin, Todd, Morrison, Stearn, Benton, Sherburne)**  
Wes Thompson  
104 Perimeter Drive, Sartell, MN 56377  
320-259-2955 (h), 320-309-8591 (c)  
[atalln@charter.net](mailto:atalln@charter.net)

**District 7 (Counties of Traverse, Grant, Douglas, Stevens, Pope, Big Stone, Swift, Kandiyohi, Meeker, Lac Qui Parle, Chippewa, Yellow Medicine, Lyon, Renville)**  
Mike Gort  
303 Hudson Avenue, Marshall, MN 56258  
507-828-5111 (c), 507-532-5890 (h), [migort@iw.net](mailto:migort@iw.net)

**District 8 (Counties of Koochiching, Itasca, St. Louis, Carlton, Lake, Cook)**  
Dave Kunz  
P.O. Box 423, Gilbert, MN 55741  
218-750-2388 (c), [mnlegionbbd8@gmail.com](mailto:mnlegionbbd8@gmail.com)  
District 8 web blogspot: <http://mnlegionbbd8.blogspot.com/>

**District 9 (Counties of Kittson, Roseau, Marshall, Pennington, Red Lake, Polk, Clearwater, Norman, Mahnommen, Clay, Becker, Wilkin, Otter Tail)**  
Jeff Miller  
2137 Shady Lane Detroit Lakes, MN 56501  
701-367-5915 (c), [slickmiller23@yahoo.com](mailto:slickmiller23@yahoo.com)

**District 10 (Counties of Mille Lacs, Kanabec, Pine, Isanti, Chisago, Anoka, Wright, and Hennepin, except for the cities of Minneapolis and Richfield, which fall into District 5)**  
Gene Berg  
3033 Texas Avenue South, St. Louis Park, MN 55426  
952-929-2856 (h), [eugenedberg@hotmail.com](mailto:eugenedberg@hotmail.com)  
District 10 website: <http://www.mighty10th.com/>

## Background Screening Requirements

The National American Legion and its liability insurer have made it absolutely mandatory that EACH YEAR ALL managers, coaches, assistant coaches and other team staff who have direct contact with players must complete a background screening with Protect Youth Sports (the vendor who has been designated by National) to conduct these Background Checks.

The secure online application for Minnesota participants is available at the following web address:

<https://opportunities.averity.com/MNLegion>

This service is fully operational NOW, so you are urged to apply ASAP.....Also, inform the rest of your staff to apply at this time.

The COST of the background check is paid by Minnesota Legion Baseball.

All information is strictly confidential between applicant and Protect Youth Sports.

**IMPORTANT NOTE: ONLY APPLY ONCE-----you will receive an e mail confirmation when you have completed the background requirement. When you complete the background check, we have it on record ...which we cross reference when we approve the team registration.. DO NOT resubmit during registration process.**

**PLEASE APPLY ONLY ONCE.....**

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## 2015 Team Registration Requirements

Jim Peck, Junior Legion Director handles your initial registration with national-----you must provide Jim with appropriate information for team name, contact person, managers and coaches along with a check that covers league fees, insurance, national and state fees....I believe the amount is \$550.00.....REMEMBER background checks for all managers/coaches must be completed before team application can be approved.

After the registration process has been completed Jim will provide you with the information you need to go into the national system to submit your team roster by June 15<sup>th</sup> ( User ID...Password etc)

ONLY PLAYERS LISTED ON YOUR NATIONAL ROSTER CAN PLAY IN ANY OF YOUR GAMES.....

You can not have non roster players participate in any games(ie. weekend tournaments etc,) You and your association are at risk for a HUGH liability issue..

## 2015 American Legion Baseball Fee Information

<b>Senior Teams</b> (Div I and Div II):	National Registration Fee = \$50	State Fee = <b>\$125</b>
<b>Junior Teams:</b>	National Registration Fee = \$25	State Fee = <b>\$100</b>

**Insurance fees are the same as 2014 for Junior Teams....Senior Teams have an increase of \$10.00 for seasonal coverage and \$15.00 for year round coverage.**

Fees are paid via the National web site, using a credit/debit card. (Fee payment is incorporated into the final step of insurance purchase.)

Returning Teams that fail to purchase insurance by May 15<sup>th</sup> will be subject to a \$200.00 late fee. Teams that fail to purchase insurance by June 1<sup>st</sup> will be disqualified from American Legion Baseball participation entirely in 2015.

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## 2014 American Legion Baseball Rules

### Player Rostering Issues

A. Player Transfers/Waivers. Beginning in 2012, waivers (Form 76) stand for the current season only. Waivers executed prior to the 2012 season will remain final and binding through the remainder of the player's eligibility, thereby "grandfathered." For players who are waived for the first time in 2013, and thereafter, Form 76 must be completed annually, if the player does not play for his Base School team. (Form 77 Declarations, for those players who are eligible to make one-time option election, such as in the case of a private-school enrollee, continue to be valid for the duration of a player's eligibility.) Forms 76 and 77 are available on the National and Minnesota Legion Baseball web sites.

B. College students. Returning age-eligible college students are permitted to return only to the team with which they played in 2015 and they are not eligible for transfer/waiver. (In other words, if they did not play in 2014, they cannot play in 2015. A player who graduated in 2014 cannot play with any team except his prior team.)

## Important Dates for the 2015 Season

### Deadline Dates

#### **March 31:**

- By this date, Senior teams who qualify and wish to participate in the Division II program, must report their intention to do so to their respective District Director.

#### **April 1 (NOTE, this deadline is earlier than past years):**

- By this date, all returning teams should have already applied for participation in the 2015 season (through the National registration system), by completing their Team Application.

#### **April 15:**

- Newly forming teams must submit written intent to form a team/participate, which must include sponsor information, team name, base school, primary team contact person, etc. by this date. (A convenient form is available on the MN State Resources web site.)
- If existing teams have a change in sponsorship, base school or other critical information to report, it must also be submitted by this date, for review/approval by the State Director, as applicable.
- Any requests by teams to be exempted from certain rules for hardship reasons (for example, rostering restrictions) must be submitted to the State Director by this date for review/approval.

#### **May 15:**

- All existing teams must purchase insurance by this date from the designated carrier (S.A. Van Dyk), through the National registration system. (After May 15, teams are subject to a \$200 late fee, assessed by National.)

#### **June 1:**

- Final deadline for all teams, including those newly formed, to purchase insurance. Failure to purchase insurance by this date will result in team disqualification from American Legion Baseball for the season.
- June 1 is also the deadline for each District Director to file District Rules with the State Director.

#### **June 15 (NOTE, this deadline is earlier than past years):**

- Final deadline for all teams to submit final roster a) to National through the National registration system, **and** b) to the team's respective District Director in hardcopy format. Each team packet must include the following:

- A hardcopy printout of the team's final roster submitted to National, including coaches and sponsor info.

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NEW LAST YEAR....COMPLETED , SIGNED COPIES OF FORM 2's ...do not have to be turned in to district directors on June 15<sup>th</sup>....HOWEVER they must be presented along with birth certificates to directors at the beginning of playoffs....Best Practices would dictate that you have these copies with you throughout the season...

- All applicable Transfer/Release forms (#76) and Declaration forms (#77), fully completed and signed.
- Copies of Concussion Training Certificates for new coaches -- or renewals for existing coaches whose prior training has expired.
- Copies of all special notices pertaining to a particular team, unique player exemption approvals, and/or information submittals that do not otherwise have a specified deadline (e.g., special player elections due to a change in player address, guardianship, a neighboring new team formation/elimination, etc.

**Minnesota Youth Athletics Concussion Law Reminder** (Compliance is required, beginning with the 2012 Season)

Concussion training previously completed by coaches is valid for three (3) years, after which time, an updated concussion training certificate must be resubmitted. NOTE.....ABOUT 65% OF THE COACHES IN THE STATE ARE UP FOR RENEWAL THIS YEAR....if you coached in 2012, 2013, and 2014 we need an updated copy of your concussion certificate. Please remember, however, that any new coaches who are joining your staff in 2015 must undergo concussion training prior to assuming any duties -- and you must submit a copy of their concussion training certificate with your hard-copy roster packet. Coaches who do not turn in a certificate of training are not eligible to coach Legion Baseball in Minnesota. (Those who have already completed concussion training through the State HS League may submit a copy of that certificate of completion, I believe you can obtain a copy of this certificate you're the MSHSL coaches clipboard..... in lieu of undergoing the CDC training (below), if desired.) Because player safety is of the utmost importance, although not required, it is also recommended that others involved with your team, such as Business Managers, scorekeepers, etc. watch the training video as well.

**1) The CDC (Centers for Disease Control and Prevention) worked with youth athletic organizations to develop a FREE on-line training video that meets Minnesota state requirements.** It is available at the following web site:

[http://www.cdc.gov/concussion/HeadsUp/online\\_training.html](http://www.cdc.gov/concussion/HeadsUp/online_training.html)

Watching the video will take roughly 20-30 minutes. At the end of the video, there is a short quiz. After passing the quiz, a certificate will appear on-screen (which has a fixed, non-changeable date). Type your name in the applicable blank. You can then print the certificate. The entire process should take no more than 30-40 minutes.

**IMPORTANT NOTE:** It is highly recommended that you choose the option of saving a copy of the certificate to your computer. If you don't, and you lose your one printed copy, you cannot go back into the training video to produce another certificate, without watching the entire video and taking the quiz again.

THERE IS NO CHARGE FOR TRAINING /TESTING thru CDC.

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### **On-line Resources for Minnesota Legion Baseball Teams**

You will receive a copy of the 2014 Minnesota Rule Book and the 2014 National Rule Book from Minnesota State Legion Headquarters about Mid March if you have complete your team application through the National registration system and it has been approved. Therefore, completing this step early is very important -- slow registration will delay your receipt of important materials! Nonetheless, it is your responsibility to know all rules and procedures for the coming season; the following tools and resources are available for your use. PLEASE USE THEM! If you are in doubt or have any questions, as noted earlier, please contact your District Director or a member of the State Baseball Committee for assistance or check the following websites:

- 1) Minnesota American Legion Baseball Resources web page: <http://www.mnlegion.org> (then click on "Baseball").
- 2) National American Legion Baseball web page: [www.legion.org](http://www.legion.org) (As of 1/1/2013, National's new site)
- 3) Official Baseball Rules (MLB site): [http://mlb.mlb.com/mlb/official\\_info/official\\_rules.forward.jsp](http://mlb.mlb.com/mlb/official_info/official_rules.forward.jsp)
- 4) Minnesota American Legion Baseball Facebook page:  
<http://www.facebook.com/pages/Minnesota-American-Legion-Baseball/132289496854376>

This page was created as a useful forum for coaches, players, and fans, alike. For example:

- Share your scores with the general public,
- Advertise openings in tournaments you are hosting,
- Post notices that your team is looking for games,
- Promote your team fundraising events, etc.

Use this page as a resource for your team - and help us promote American Legion Baseball in Minnesota! If you are not currently a Facebook member and want to set up an account, it is free. Go to [www.facebook.com](http://www.facebook.com) and follow the instructions; a family member/friend can also help you learn how to use Facebook's features!