

# ***CONSTITUTION OF THE ATHLETICS BASEBALL ASSOCIATION***

## **Article One: NAME**

- 1.1 This organization shall be called the Saskatoon Athletics (also known as the A's) Baseball Association.

## **Article Two: AFFILIATION**

- 2.1 This organization is part of (1) Saskatoon Mosquito Baseball League, (2) Saskatoon Peewee Baseball League, (3) Saskatoon Bantam Baseball League and (4) Saskatoon Midget Baseball League (hereinafter referred to as the Leagues) and as such is controlled to some extent by these Leagues and therefore is affiliated with the Saskatoon Baseball Council, the Saskatchewan Baseball Association and the Canadian Federation of Amateur Baseball.

## **Article Three: JURISDICTION**

- 3.1 The Saskatoon A's Baseball Association shall have jurisdiction over the area of the city of Saskatoon as designated by the Leagues and/or the Saskatoon Baseball Council.

## **Article Four: OBJECTIVES**

- 4.1 To promote, govern and improve organized baseball within the zone.
- 4.2 To stress values, appreciation and skills involved in baseball.
- 4.3 To exercise a general supervision and direction over the playing interest of its players, coaches, managers and executive; with emphasis on good character, citizenship and sportsmanship.
- 4.4 To ensure that there is an enjoyment of the game and at the same time that good competition is involved.
- 4.5 To develop as many teams at all levels as are practical and economical.

## **Article Five: BUSINESS**

- 5.1 The business and affairs of the Saskatoon A's Baseball Association shall be conducted in conformance with the constitution, bylaws, rules and regulations of the zone by an executive.

## **Article Six: CHANGES IN RULES AND REGULATIONS**

- 6.1 This organization at any annual, special, general, or executive meeting may adopt, amend, revise or repeal rules or regulations for the government of this organization by a *two-thirds* majority vote of those present.

## **Article Seven: AMENDMENTS TO BYLAWS AND CONSTITUTION**

- 7.1 The By-Laws and Constitution of this organization shall not be altered except at an Annual meeting and notice of the proposed alteration shall be given to the Secretary in writing at least thirty days prior to the Annual meeting.
- 7.2 With prior notice, an amendment to the By-Laws and Constitution shall be made only at an Annual meeting by a *three-quarters* majority vote of those members present.
- 7.3 Without prior notice, an amendment to the By-Laws and Constitution shall be made only at an Annual Meeting, provided they receive a *unanimous vote* of those members present.
- 7.4 The executive of the Saskatoon A's Baseball Association at any duly called meeting may adopt, amend, revise or repeal constitution, bylaws, rules or regulations for the government of this organization, when such changes are necessary so that the Saskatoon A's Baseball Association does not become in contravention to the bylaws, rules and regulations of the Leagues and/or the Saskatoon Baseball Council

## **Article Eight: QUORUM**

- 8.1 At an executive meeting of the Saskatoon A's Baseball Association, a quorum shall consist of the majority of the executive.
- 8.2 At an annual, special or general meeting of the Saskatoon A's Baseball Association, a quorum shall consist of the majority of the executive or members personally present numbering at least 10.

## **BY-LAWS**

### **By-Law One: MEMBERSHIP**

- 1.1 Membership is open to all parents and players aged 18 and over who are residents within Saskatoon A's Baseball Association boundaries.
- 1.2 Membership is also open to those residents residing elsewhere but who have a player playing with the designated zone with the full approval of the Leagues in question and/or the Saskatoon Baseball Council.
- 1.3 The registered coach, manager or assistant coach (trainer) of a team operating within or sponsored by the Saskatoon A's Baseball Association shall be members of this organization.
- 1.4 The executive shall be members of this organization and have terms of two (2) years.
- 1.5 All members of the organization shall be entitled to vote at any annual, general or special meeting.
- 1.6 No one shall be represented by proxy or carry more than one vote.

## **By-Law Two: ORGANIZATION**

2.1 The Athletics Baseball Association shall operate through an executive consisting of:

- President
- Past President
- Vice President
- Secretary
- Treasurer x 2 (general and bingo)
- Registrar
- Events Coordinator
- Equipment / Uniform Manager (can be separate positions)
- Rookie Coordinator
- Jr. Mosquito Coordinator
- Mosquito Coordinator
- Peewee Coordinator
- Bantam Coordinator
- Midget Coordinator (if applicable)
- Bingo Coordinator (paid, non-voting position)

Up to two Members at Large may be appointed by the executive to represent areas of the A's Baseball Association where there are few children playing baseball and no Zone executive representation. These members will have full voting rights.

2.2 The executive shall have the power to suspend or discipline any coach, manager, trainer or other team official connected with any team and shall have the power to report any player to the Leagues and/or the Saskatoon Baseball Council for suspension or discipline.

2.3 The executive shall be elected or appointed at the Annual meeting of the organization in accordance with By-Law Three.

2.4 The executive is responsible to see that not all members resign at the same time. Where practical to ensure continuity, a minimum of any five must remain in any executive position.

2.5 To ensure the above continuity, the following positions will come due in odd numbered years:

- President
- Secretary
- Bingo Treasurer
- Registrar
- Equipment Manager
- Rookie Coordinator
- Mosquito Coordinator
- Bantam Coordinator
- 1 Member at Large

## **By-Law Two: ORGANIZATION (cont'd)**

The following positions will come due in even numbered years:

Vice President  
General Treasurer  
Events Coordinator  
Uniform Manager  
Jr. Mosquito Coordinator  
Pee Wee Coordinator  
Midget Coordinator  
1 Member at Large

- 2.6 Executive members will submit to Criminal Records Check. This will be paid for by the individual and reimbursed by the zone.

## **By-Law Three: NOMINATION AND ELECTION OF OFFICERS**

- 3.1 A nominating committee of at least two people appointed by the Zone President shall seek nominations for each position at least one month prior to each Annual meeting.
- 3.2 The names of candidates for the positions to be filled shall be presented to the Annual meeting of the A's Baseball Association.
- 3.3 Candidates must have agreed to allow their names to stand prior to or at the Annual meeting.
- 3.4 All officers may stand for re-election.
- 3.5 A vacancy on the executive shall be filled by appointment by the Zone President after approval has been obtained by the executive.

## **By-Law Four: MEETINGS**

- 4.1 Meetings shall be called only by the Zone President. The secretary shall notify the membership through the email / phone calls at least seven days prior to such meeting. Coordinators will phone all coaches or managers and have them phone their parents.
- 4.2 The Annual meeting of the A's Baseball Association shall be called in the fall and held prior to October 30.
- 4.3 All executive elections shall be by secret ballot.
- 4.4 The semi-annual meeting shall be called in the spring prior to the commencement of player registration, the third or fourth week in January.
- 4.5 Special meetings shall be required to be called by the Zone President upon request in writing to the secretary by any member, provided such request is signed by at least twenty members of the Athletics Baseball Association and the cause for holding such meeting is clearly stated.

#### **By-Law Four: MEETINGS (cont'd)**

- 4.6 Executive meetings shall be held every month or less during the baseball season.
- 4.7 The order of business at the Annual, Semi-annual, Special, or General and Executive meetings, if applicable, be as follows:
- (a) Notice of meeting
  - (b) Minutes of previous meeting
  - (c) Business arising out of minutes
  - (d) Correspondence
  - (e) Report of Zone President
  - (f) Report of Treasurers and presentation of financial statement
  - (g) Report of Registrar
  - (h) Report of Bingo Coordinator
  - (i) Report of Equipment/Uniform Manager
  - (j) Report of Events Coordinator
  - (k) Report of Rookie, Jr. Mosquito, Mosquito, Peewee, Bantam, and Midget
  - (l) Coordinators Notice of Motion
  - (m) New business
  - (n) Adjournment

#### **By-Law Five: DUTIES OF OFFICERS**

- 5.1 Zone Executive
- a) To be in charge of equipment and the purchasing of such equipment as they deem necessary for any teams that the Zone sponsors.
  - b) Have the power to appoint persons to such positions as they deem necessary to carry out various duties within the zone.
  - c) To set registration fees.
  - d) To determine fundraising activities
  - e) To ensure that the final obligation of their respective offices is the orderly succession of duties
  - f) To receive free registrations for all children if duties a) to e) are performed plus applicable duties outlined in 5.3 to 5.12 and at least 75% attendance at executive meetings.
- 5.2 Coaches Selection Committee
- a) The Zone President (or designate), Zone Vice President and each Coordinator will review all applications and make recommendations to the committee which will consist of the Zone Executive.
  - b) Applications in writing for coaching positions shall be accepted by the registrar and forwarded to the chairman of the coaches' selection committee prior to March 31.

## **By-Law Five: DUTIES OF OFFICERS (cont'd)**

- c) Tentative coach selection shall be completed by latest date of April 15 with finalization of the respective coaches on team formation. Every effort will be made to meet this date but circumstances may arise that makes it impossible.
- d) All coaches, assistant coaches, managers, and assistant managers must submit to a Criminal Records Check. This will be paid for by the individual and reimbursed by the zone.

### **5.3 Past President**

- a) To provide continuity from year to year.
- b) To act in an advisory capacity to the current executive.

### **5.4 Zone President**

- a) To administer the Zone as set out by its Constitution, By-Laws, Rules and Regulations.
- b) To be sure the Zone is being administered uniformly in all respects.
- c) To be the only official spokesman for the Zone to the Media, Leagues and the Saskatoon Baseball Council.
- d) To ensure that the annual, semi-annual, and executive meetings are held regularly.
- e) To preside at all annual, semi-annual, special, division, general and executive meetings.
- f) To give notice of all meetings and have all concerned notified.
- g) To oversee all members of the executive.
- h) To perform such duties as are usually performed by a Zone President and to generally oversee the business of the Zone.
- i) To vote only in case of a tie.
- j) To be responsible for all appointments of officers in the Zone.

### **5.5 Zone Vice President**

- a) To perform the duties of the Zone President when he or she is absent from a meeting.
- b) To be in charge of receiving and reviewing all coaching applications.
- c) To be responsible for distribution of information to all coaches, managers and schools.

## **By-Law Five: DUTIES OF OFFICERS (cont'd)**

- d) To perform such other duties as may be designated by the Zone President.

### 5.6 Secretary

- a) To keep an accurate record of the proceedings of all meetings of the Association.
- b) To take care of such correspondence as is delegated to him or her by the Executive.
- c) To distribute a copy of minutes to the executive as soon as possible after each meeting preferably before next meeting together with agenda for that next meeting.
- d) To carry out duties relative to his or her office.

### 5.7 Treasurers

- a) To keep an accurate record of all moneys received and disbursed and report same at executive, semi-annual and annual meetings.
- b) To present a financial statement at the fall semi-annual meeting.
- c) To carry out duties relative to his or her office.
- d) To be on all committees related to revenues and expenditures.

### 5.8 Registrar

- a) To be responsible for all team and player registration and to ensure all deadlines for the registration of players and the registration of teams are met.
- b) To carry out duties relative to his or her office.
- c) To incur discretionary expense as deemed necessary for proper execution of office.

### 5.9 Bingo Coordinator

- a) To be in charge of all Bingo activities.
- b) To carry out duties relative to his or her office.

### 5.10 Equipment and or Uniform Managers

- a) To be in charge of all equipment of teams sponsored by the A's Baseball Association.
- b) To purchase equipment and uniforms for teams sponsored by the A's Baseball Association.

## **By-Law Five: DUTIES OF OFFICERS (cont'd)**

- c) The equipment manager may purchase equipment / uniforms up to the value of \$500.00 without prior approval.

### 5.11 Events Coordinator

- a) To be in charge of all events sponsored by the A's Baseball Association.
- b) Shall be responsible for organizing and administrating evaluations and tryouts (in conjunction with the Executive committee) and booking the required facilities/fields for such events.
- c) Responsible for organizing and administrating any Zone sponsored player and coaching clinics

### 5.12 Zone Coordinators

- a) Shall be members of their respective League and/or Saskatoon Baseball Council committee and participate in the running of the League.
- b) Shall operate and administer their respective division under provisions of the A's Baseball Association Constitution, By-Laws, Rules and Regulations under the direction of the Zone President.
- c) Shall serve as a line of communication between coaches, assistant coaches and managers in their respective division and the Zone Executive.
- d) Shall be responsible for organizing, in coordination with the events coordinator, tryouts for their respective Division.
- e) Shall receive all tryout evaluation forms and in conjunction with selection committee, roughly divide players into appropriate tryout groupings.

## **By-Law Six: FINANCES**

- 6.1 All funds earned by the A's Baseball Association from all sources shall be credited to the Zone account.
- 6.2 All expenditures shall be covered by an invoice.
- 6.3 Bank signing officers shall be two of the following: the general treasurer, the bingo treasurer or the Zone President.
- 6.4 All players playing on Saskatoon Baseball Association sponsored teams shall pay a registration fee to the Zone, however, no individual wishing to play shall be prevented from doing so for financial reasons.
- 6.5 All teams, coaches, managers, parents and players sponsored by the A's Baseball Association must inform the Zone executive of their fundraising activities.

### **By-Law Seven: DISSOLUTION**

- 7.1 Upon dissolution or liquidation of the Association, all the remaining assets of the Association after payment of all debts and liabilities shall be donated for such charitable, benevolent or educational purpose as may be decided by the Association at its last general meeting.

### **By-Law Eight: GENERAL**

- 8.1 In the event of any dispute as to the meaning of any article, by-law, rule or regulation, the interpretation of the Executive shall be final and conclusive.

### **By-Law Nine: RULES OF CONDUCT FOR MEETINGS**

- 9.1 Voting majority will be determined by the number of voting members present.
- 9.2 Motions
- a) Written (mover/second)
  - b) Verbal (mover/second)
- 9.3 Speak to a motion (Debate)
- a) can speak only once to a motion
  - b) other speakers - affirmative and/or negative
- 9.4 Vote on the motion.
- 9.5 Order to follow during debate before the call for the question.
- (1) Amend - add, strike out, replace or substitute words, or divide the question into parts.  
(NOTE: YOU CAN AMEND A MOTION, CANNOT AMEND AN AMENDMENT.)  
Debate amendment.  
Vote on amendment.
  - (2) Rescind (remove, cancel, repeal)
  - (3) Refer to committee.
  - (4) Defer for a certain time.
  - (5) Table (NON-DEBATABLE).
- 9.6 Challenge Chair on all above procedures.

### **RULES AND REGULATIONS**

- 1.01 All coaches, assistant coaches and managers will be responsible for their own conduct and the conduct of their teams both on and off the field with respect to baseball games. The responsibility shall be to the Executive.

## **RULES AND REGULATIONS (Cont'd)**

- 1.02 Where practical, in all divisions, coaches are to play every player in every game. It is intended that this rule shall apply to all games played by all teams whether those games are league games, exhibition games, or tournament games and whether those games are played within Saskatoon or outside Saskatoon. It is understood that at the AAA level playing time may not be equal but the coach should make every effort to make sure every player plays every game and the playing time is as equal as possible.
- 1.03 The secretary shall enter the names of the selected coaches, assistant coaches and managers in the minutes of that meeting.
- 1.04 Selected team officials must return a signed form letter of acceptance and this letter will become part of the records of the A's Baseball Association.
- 1.05 Coaches, assistant coaches and managers duly appointed shall seek approval of their Zone Coordinator in connection with any individual extraordinary team expense funded by the Zone. (Example: long road trips where cost is a factor).
- 1.06 All coaches must select a parent of one of their players as a team manager and another parent as treasurer, to act as joint signing officers. Team managers must submit a financial statement within four weeks of their last game to Zone President and the parents of their players. All income and expense receipts must be kept for an additional three weeks, subject to Zone audit, in the event of discrepancy.
- 1.07 Competitive players on 'AAA' teams must be available to play until third weekend in August, 'AA' / 'A' teams until first weekend in August, other divisions until end of June minimum and second week in July for those advancing to Provincial play. The number of teams at each level will be as per the guidelines established by the Saskatoon Baseball Council to ensure uniformity in all Leagues in the city. The Saskatoon Baseball Council guidelines will form Appendix 'A' and be attached to these rules and regulations.
- 1.08 All players shall decide at the Registration if they wish to try-out for the Competitive team. If not, they will immediately move to the Participant team try-outs.
- 1.09 Players shall play in their respective age divisions with no exceptions allowed except by approval of Zone executive and the parent. (Example: age 13 and under as of December 31 shall play Peewee)
- 1.10 The evaluation of players for the purpose of tiering shall be done by contracted third parties to ensure impartiality. A selection person or committee consisting of one to three persons shall be appointed by the executive to help select the AAA /AA /A draft groupings based on evaluations. Designate coaches of AAA/AA/A teams shall have input into final rosters of their teams, through a draft process administered by a designated executive committee. 75% of the AAA team will come directly from the evaluations. If team is 10 players - top 8 make team, 11 players - top 8 make it, 12 players – top 9 make it, 13 players – top 10 make it). For Bantam, the AAA head coach will pick remaining players from top 16 ranked players from the evaluation. For Pee Wee and Mosquito, the AAA head coach will pick remaining players from top 18 ranked players from the evaluation. If a potential coach has a child

## **RULES AND REGULATIONS (Cont'd)**

playing, he or she can only make the AAA team if they are ranked in the top 16 for Bantam and top 18 for Pee Wee and Mosquito.

After the AAA team has been selected the same formula/rules apply for AA if only 1 team. If more than 1 team, the teams must be divided as evenly as possible with alternating draft picks from the evaluation numbers. At older age groups it is rare to have more than 2 AA teams. At Mosquito and younger it is possible to have more than 2 so every effort must be made to make teams equal and selection committees should stress 8-4 split of ex Rays and Red Sox on every team to ensure the new combined zone will continue to be successful.

Where mutually agreeable, other team composition may be altered to reflect the wishes of parents, players and coaches at every age level but especially in Rookie, Jr. Mosquito and Mosquito.

- 1.11 For all non parent coaches, a parent must be given first consideration as assistant coach and must be suitable to the Zone Coordinator.
- 1.12 A coach's evaluation form will be circulated to all parents by the coordinator or designate prior to the end of the season to be filled out at the baseball park and returned to the coordinator. Where a perceived conflict of interest exists, the evaluation form may be forwarded directly to the Zone President.
- 1.13 All coaches must complete a prescribed application form (Appendix 'B' attached) and if requested, provide a written resume or background information sheet.
- 1.14 Every coach must ensure that clean team uniforms and a complete equipment bag as issued at start of season are returned within two weeks of his team's last game to the uniform/equipment manager.
- 1.15 No equipment shall be purchased or repaired by coaches, coach's assistant, or managers unless authorized by equipment manager.
- 1.16 To help facilitate the recruitment of new umpires and to help retain existing umpires the A's Baseball Zone will do the following:
  - a) Similar to coaches in the A's zone, the zone will pay for any certification that is required to be an umpire. This includes new umpires and returning umpires. The umpire must provide receipts at the end of the year and proof that at least 15 games have been umpired during the season in question.
  - b) For new umpires, the A's zone will pay for any umpires equipment that is required and not already supplied by umpires association.
  - c) For new umpires, the A's zone will reimburse full baseball registration fees in the zone upon proof of umpiring at least 15 games over the course of the season.
  - d) For returning umpires, the A's zone will reimburse ½ of baseball registration fees upon proof of umpiring at least 15 games over the course of the season.
  - e) This will carry through for the next year but the A's executive reserves the right to modify or change number of games required or amount of reimbursement.

- f) All fees and costs must be paid up front by the umpire and at the end of the season the umpire must provide receipts and proof that at least 15 games have been umpired during the season in question. Upon proof of games umpired (signed letter from umpires association will do) all costs incurred for certification and equipment plus A's zone baseball registration fess will be reimbursed.