

# Wallaceburg Minor Baseball Association Constitution



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## **Article 1 - Name**

A: The name of this organization shall be: Wallaceburg Minor Baseball Association and shall be referred to as the W.M.B.A. in this article.

## **Article 2 - W.M.B.A. Objectives**

A: The objectives of the W.M.B.A shall be to foster, promote, and teach baseball and fastball within the boundaries of Wallaceburg to provide maximum opportunities to all amateur athletes.

B: To promote good sportsmanship among players and coaches, and to foster an understanding in regards to winning and losing.

C: To provide an opportunity to play as a team and learn respect for the game, their coaches, their teammates, the umpires, as well as the opposing team and fans.

D: To recruit, assist, and develop coaches and umpires.

## **Article 3 - AGM/Membership**

A: Members of The Association shall be any person interested in active participation and in promoting the objectives of W.M.B.A. in a positive manner.

B: The W.M.B.A. AGM will be held as close to November 1st as possible. An election of officers will be held at that meeting.

C: Those eligible to vote at the AGM includes: parent/legal guardians of current players, current W.M.B.A. board members and coaches. To be eligible to vote you must be over the age of 18.

D: The Constitution of the W.M.B.A. shall not be altered except that the AGM. Any amendments must be passed by a vote of at least 2/3 majority of the members voting.

E: Any board member absent from three meetings in a row could be subject to assessment from the board, which may result in forfeiture of their position.

#### **Article 4 - Registration**

A: All dates for registration will be set by the board prior to the next AGM meeting.

B: Players must be registered and their appropriate age group when registered.

C: Registration fees will be determined as a year-to-year decision from the board.

D: Registration fees will be paid for the level you're required to be unless moved by the W.M.B.A Board with parent consent. If moved by the W.M.B.A. Board, the fee will remain at the level you register for unless moving down. Any movement must be approved by the Board, fees will be adjusted then.

E: Refunds are completed as the Boards refund policy.

#### **Article 5 - Team Officials/Coaches**

A: The W.M.B.A. Board will select a coaching panel who will interview all coaches applying for the head coaching position of a team.

B: Coach numbers will be limited to five maximum per team including: one head coach, one team manager, and three assistant coaches.

C: The Executive shall maintain the right to replace any coach with any team at any time, with just cause.

D: The head coach will select the remaining coaches for their team after the team has been selected. The selected coaches must be approved by the board.

E: All coaches and board members must have their vulnerable sector check completed and submitted to the Executive prior to the start of the season.

F: Team officials/coaches are responsible for the general conduct and behavior of their team, as well as fans whenever they are together for the purpose of playing or practicing. Coaches are responsible to report any problems with their players or fans to the Executive.

## **Article 6 - Election of Board Members**

A: The election of the board members will take place at the AGM. Vacant positions can be fulfilled throughout the season with approval by the board.

B: At the W.M.B.A. AGM, a nomination for a position on the board will not be accepted from one's spouse/common partner but must come from someone else present on the floor at the meeting or in written form.

C: To accept a nomination you must either be present or be available through phone call or proxy.

D: The positions available to be elected to the board are as follows: President, Vice-President, Treasurer, Secretary, Registrar, Sponsorship Rep, Fundraising Rep, Umpire in Chief, Park Convenor and Scheduler, Fastball Convenor, Oba Convenor, River League Convenor, Bingo Rep,

Equipment Manager, Kinsman Diamond Maintenance, Western Counties Rep, T-ball Convenor, Website/Social media, Apparel Rep, and Banquet and Photography.

E: The following positions are for a 2-year term: President, Vice President, Treasurer and Registrar. To fill one of the above positions it must be someone that has sat on the board for at least one year. If there is no previous board member available, nominations from the floor will be taken.

### **Article 7 - Voting Positions**

A: The President can't vote on any matter unless it is in a tiebreaker vote. He/She can't vote on any financial matter.

B: All W.M.B.A. board positions have a vote.

### **Article 8 - Board Member Position Duties**

#### **President:**

A: Administers all policies and the constitution.

B: Presides at all meetings.

C: Has the power to appoint a chairman to carry out any such duties as may arise.

D: Is commissioner of the W.M.B.A. holding powers to all emergency meetings with a The Executive to deal with any special circumstances that may arise.

E: May not overrule on any policies or financial motions that have been passed by the board.

F: Has the power to investigate all protests outside of the board and rules on them according to the Constitution of the W.M.B.A.

G. Chair the coaching selection committee.

H. Act as signing officer for W.M.B.A.

**Vice-President:**

A: In the absence of the President or in the event of the President's inability to act, the Vice-President will have the right to exercise all powers of the President.

B: Shall be a member of all advisory boards and committees that directly involve said authority.

C: Will oversee all convenors.

D. Act as signing officer for W.M.B.A.

**Secretary:**

A: Handles all official Association correspondents and records.

B: Sends out all notifications for meetings and keeps minutes of each meeting.

C: Shall report minutes from the previous meeting to the board members no later than two weeks before next meeting.

**Treasurer:**

A: Handles all associations finances and bookkeeping.

B: Shall have two signatures on each cheque for Main account, one signature for Lottery and Bingo.

C: Is responsible to give financial reports at each meeting, including monthly profit and loss report as well as a full year profit and loss report and financial updates at the AGM.

D: Shall check the PO box regularly.

E: Pays for all insurance.

F: Pays all Oba and River League fees and tournament fees.

G: Pays umpires twice a month during the season.

**Registrar:**

A: Shall coordinate all phases of player registration.

B: Shall provide updates of registration at each meeting until the season begins.

C: Shall apply for player insurance.

D: Must send in all Oba rosters and coaching credentials to Ontario baseball prior to the deadline.

**Equipment Manager:**

A: Elected to administer all equipment used by the association.

B: Must keep complete inventories of all equipment. A complete list must be submitted to the board April 1<sup>st</sup> and September 1<sup>st</sup> weekend.

C: Shall sign out all equipment to coaches and keep records of what was handed out and returned at season's end.

D: Purchase all field equipment after the quotes and budgets have been approved by the board.

E: Responsible for handing out and collecting jerseys from head coaches at the beginning and end of season.

F. Keep all equipment, except jerseys, in one central storage unit and have access to it when needed.



**Umpire in Chief:**

A: In charge of obtaining and assigning umpires to all Association home games.

B: Umpire in Chief is responsible to make sure umpires are fulfilling their duties.

C: Shall notify the President of repeated complaints or concerns about an umpire's ability.

**Park Scheduler:**

A: Elected to administer the proper times and days each division has for practice and games.

B: Shall administer the proper parks.

C: Shall communicate with teams on whether diamonds are playable.

D. Act as a liaison between CK Municipality and W.M.B.A.

**Western Counties Rep:**

A: Reports on all Oba teams and River League teams.

B: Shall represent and voice opinions of W.M.B.A., in it's best interest at Western Counties meetings.

C: Shall report after each Western Counties meeting at the next W.M.B.A. meeting.

**Bingo Rep:**

A: Schedule volunteers for bingo assignments and keep track of bingo apparel.

B: Do monthly bingo lottery reports for the Municipality.

C: Once a year attend the bingo AGM.

**Sponsorship Rep:**

A: Shall set up the season's sponsorship options and present it to the board for approval.

B: Shall approach businesses and individuals for sponsorship for the upcoming season.

C: Shall communicate with the fundraising rep to determine which businesses are better suited for the outcome.

D. Responsible for obtaining sponsorships, communicate financials to the board and conduct year end communication with sponsors.

E. Shall collect all monies from sponsors and hand it into the treasurer with a detailed report and all receipts.

**Fundraising Rep:**

A: Shall set up the season fundraising options and present it to the board for approval.

B: Shall communicate with the sponsorship rep to determine which businesses are better suited for the outcome.

C: Shall collect all monies from fundraisers and hand it into the treasurer with a detailed report and all receipts.

D: Shall hand out all information for the specific fundraiser to each team's

head coach.

E: Shall distribute all product to the head coach once it comes in.

**Oba Convener:**

A: Shall be the contact person between the Oba division and W.M.B.A.

B: If the convener cannot resolve a problem they would then present it to the President for the problem to be resolved.

C: Shall plan, set up and organizes tournaments throughout their league.

**River League Convener:**

A: Shall be the contact person between the Oba division and W.M.B.A.

B: If the convener cannot resolve a problem they would then present it to the President for the problem to be resolved.

C: Shall plan, set up and organize tournaments within their league.

**Fastball Convener:**

A: Shall be the contact person between the Oba division and W.M.B.A.

B: If the convener cannot resolve a problem they would then present it to the President for the problem to be resolved.

C: Shall help set up and organize tournaments within their league.

D: Shall Attend the Lambton League meetings as required and report to W.M.B.A. at their next meeting.

**Website/Social Media:**

A: Person elected to post on the W.M.B.A. website and social media of all official Association business that is approved for release by the board.

B: Handles all advertising for the association and posts on our website and social media.

C: They shall post on social media the week's upcoming schedule week by week.

### **Banquet and Photography:**

A: Shall coordinate annual team and individual pictures.

B: Responsible for executing, organizing and scheduling the annual banquet, including venue, meal, and awards after board approval.

C: Shall secure dates for both banquet and photography by June 1<sup>st</sup>.

### **Kinsmen Diamond Maintenance:**

A: Shall maintain the diamond at Andy Johnson Field/Kinsmen Park including: cutting the infield grass, weeding the infield, and cleaning of the dugouts.

B. Responsible for overseeing maintenance on equipment throughout the season and scheduling winterization.

### **T-Ball Convenor:**

A: Shall set up, organize, and run the t-ball program for the season.

B. Shall advise equipment manager of t-shirts and hats required for the season.

### **Apparel Rep:**

A: Shall meet with possible suppliers about options and present it to the board for approval.

B: Shall set up when the online store is opened and closed and

communicate with social media and website rep.

C: Shall collect and set up distribution of product when order is in.

## **W.M.B.A. Rules and Policies.**

A: All leagues/divisions will follow the rules that are written through either Oba, Western Counties or the Lambton League.

B: Every player assigned by the W.M.B.A. to a team roster and who is at the park, **MUST** play a minimum of half the game. Travel teams a minimum of two innings during a regular season game. Travel teams may be exempted from the rule during Oba playoffs and Oba sanctioned tournaments.

C: For Oba, a uniform must consist of a shirt and hat assigned from the W.M.B.A.pants, belt, and socks.

D: All players must wear protective helmets with chin straps and protective equipment stated by the W.M.B.A. in all their game games and practices. Those wearing a helmet with jaw protector do not have to use chin strap. Anytime a catcher assumes the catching position he/she shall wear all protective equipment, warming up a pitcher between Innings he/she must wear protective headgear.

E: Each team is responsible for looking after its own score books. the home team is considered to be the official scorekeeper as well as do the pitch count in required divisions.

F: The W.M.B.A. has no jurisdiction over playoff dates of Western counties or Oba playoff dates. Should any conflict occur in any park, the WMBA must abide by the dates set down by these bodies.

G: No game can be transferred unless approval has been granted by the W.M.B.A. schedules for all leagues will be set up by the head

coach/manager. Starting times of the games are regulated by the head coach/manager.

H: A manager or coach may suspend a player for one game only, and any further discipline by the coach must be reported to the Executive (through convener) for the board to take further action.

I: An ejected player, manager, coach, must leave the playing area. He/she must be outside the fence. He/she will not in any manner direct the operation of his/her team and make contact with any player or official of his/her team. He/she must also refrain from making derogatory remarks directed toward either team or the umpires. If a player, coach or manager ejected from a game continues to harass or display violent temperament towards the umpires, players or fans, he/she must appear before the Executive. The decision of the Executive is final pending appeal. You must appeal to a full executive. In the case of a player, his/her coach/manager must appear with him/her.

J: Any coach or player ejected from a game, the Umpire must notify his/her umpire in Chief in writing, they will then notify the president of the set ejection and the circumstances and the president shall investigate and decide if any further action is to be taken by the Executive.

K: If the coach is not notified by the scheduler prior to 3:00 p.m., the coach will then be the judge to whether the field is playable. If the game is canceled the coach will notify the Umpire in Chief as well as the visiting coach.

L: The setting up of the diamonds for play before game time will be up to the home team coach.

M: The W.M.B.A. will in no way be responsible for exhibition games concerning either financial or travel arrangements without approval of the board.

N: Late registration fees will be determined by the board. Registrations will only be taken, unless special circumstances exist. No player will be allowed to participate in any game until he/she is properly registered.

O: Home team status for playoffs will be determined by their specific league rules. The playoff format for each league will be established by the league convener.

P: Sponsorship i) All monies brought in from sponsorships unless otherwise stated will become property of the W.M.B.A. and will be voted on as to where the money will be delegated.

ii) There will be no individual team fundraising unless it is presented to the board for approval.

Q: Fundraising i) All monies brought in from fundraising unless otherwise stated will become property of the W.M.B.A. and will be voted on as to where the money will be delegated.

R: At the request of three board members, the President shall call a special meeting. No subject will be discussed or considered other than the one specified in the notice.

S: Team Rules i) Each team must carry a minimum of 11 players in a maximum of 14 players. The W.M.B.A. has the right to adjust team numbers as they see fit.

ii) All players / parent guardians are responsible to sign all required paperwork at the beginning of the season and hand it in to the head coach/manager.

iii) The head coach is responsible to make sure their team and fans are following the code of conduct and is responsible for any of their teams and fans actions.

T: Constitution Efficacy i) This constitution prevails over any previous constitution, including any amendments.

ii) This constitution is intended by every provision and term herein to be binding upon the members of the W.M.B.A.

