

BELLEVILLE AMATEUR BASEBALL ASSOCIATION CONSTITUTION

1. **Name** The name of the Association shall be the Belleville Amateur Baseball Association, affiliated with Eastern Ontario Baseball Association (EOBA) and Ontario Baseball Association (OBA)
2. **Aims & Objectives** A non-profit organization to encourage, promote and develop the game of baseball among amateurs in the City of Belleville and area not affiliated with other amateur organizations.
3. **Elected Officers** The officers of the Association shall be: President, Vice President Rep, Vice President House League, Publicity, Sponsorship, Secretary, Treasurer, Registrar, Equipment Manager, Supervisor of Umpires, Past President, Uniforms, Webmaster.
4. **Appointments** The President may appoint up to 4 Directors as needed.
5. **Executive Committee** Shall consist of a Board of Directors who shall be active officers of the Association and shall meet monthly to discuss the Association's business.

Duties of Officers

1. The President

The President Shall:

- a) Act as the Association's Manager and preside at all General and Executive committee meetings. He/she shall not have the power to vote at meetings except where a casting vote is required.
- b) Encourage and promote baseball with unaffiliated associate organizations to work within BABA and strengthen amateur baseball.
- c) Represent BABA at all meetings of unaffiliated associate organizations and report to the executive any information affecting the Association.
- d) Be responsible for the conduct and performance of all other officers of the organization.
- e) Call Executive meetings monthly to keep in touch with current events and report on new business.
- f) Attend games in all divisions during the season and discuss with appropriate convener any problems encountered.
- g) Make self available to all members of the Executive to discuss Association business.
- h) The President has the authority to appoint (4) appointees to one year terms.

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2. Secretary

The Secretary Shall:

- a) Keep a record of the minutes and attendance at all Association meetings.
- b) Advise the President of any members missing 2 consecutive meetings so a letter may be sent advising said member that failure without reason to attend next meeting will mean dismissal from association.
- c) Be chief correspondent of and for the Association.
- d) Notify the President promptly of all correspondence received.
- e) Maintain a file of all records pertinent to the Association.

3. Vice President - Rep

The 1st Vice President Rep Shall:

- a) Have power to act as President in case of absence of the President.
- b) Be responsible for coordinating all activities of the REP teams (except booking of diamonds), and be their liaison with the Executive.
- c) Attend and act as the Association's representative at all meetings of the EOBA and report to the Executive all activities of the EOBA as they apply to the Association.
- d) With a reasonable period of time before the commencement of the playing season, form a committee of not more than (10) people or not less than (2) people to be responsible for the appointment of all REP team coaches.
- e) Be responsible on behalf of the Association that all fees, registrations, tournament applications be received by EOBA before season deadlines.
- f) Report to REP coaches all Association directives, rule changes and EOBA requirements as they apply to the proper playing of REP ball.
- g) Report all tournament activities to Executive and EOBA
- h) Report all equipment requirements and equipment problems to the equipment managers before the playing season.
- i) Be an association resource concerning the EOBA and OBA constitutions.

4. Vice President - House League

Vice President House League Shall:

- a) Have the power to act as President in case of absence of the President.
- b) Be responsible for coordinating all activities of the Association's house league (except booking of diamonds), and be their liaison with the Executive & the QBL.
- c) Report to the house league coaches all directives and rules regarding house league play, once approved by Executive.
- d) report to the Executive any problems with the house league
- e) Report all equipment requirements and all equipment problems to the equipment manager before the playing season.
- f) Attend as many house league games as possible in each division and report to the Executive on the condition of play in the house league.

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5. Treasurer

The Treasurer shall:

- a) Be responsible for all financial matters of the Association.
- b) Advise the Executive on all such matters and will maintain financial records according to acceptable accounting practices.
- c) Issue on a regular basis, or on request of the Executive, statements for the various accounts of the Association.

6. Equipment Manager

The Equipment Manager shall:

- a) Be responsible for all equipment and supplies necessary to play baseball in all divisions of the BABA.
- b) Be responsible for the return of all equipment supplies by coaches immediately after the finish of a team's season.
- c) Be responsible for the ordering and procuring of all equipment upon approval by the Executive.

7. Supervisor of Umpires

The Supervisor of Umpires shall:

- a) Be responsible for the arranging of umpires for all games sponsored by BABA.
- b) Shall attend as many playoff games as possible
- c) Shall submit a yearly list of all carded EOBA umpires to the BABA Executive and EOBA Executive
- d) Shall insure that games are equally divided among all carded umpires.
- e) Shall try and have Belleville umpires work all games played in Belleville.
- f) Shall set up Umpire Clinic with OBA for all umpires to be carded prior to season play.
- g) All rates to be negotiated with the BABA executive.
- h) Set up a mentorship program to assist umpires in reaching their full potential and track their progress.
- i) Yearly, give a report the BABA Executive of umpire's progress.

8. Sponsorship

The Sponsorship Convener shall:

- a) Be responsible for obtaining sponsorships for all teams in BABA and be responsible for the collection of such fees.
- b) Co-ordinate all activities in this regard with the Executive.
- c) Be advised by the Executive how many sponsors will be required for each playing season and what each division sponsorship should cost.

9. Publicity Convener

The Publicity Convener shall:

- a) Be responsible for all press releases and publicity dealing with the activities of BABA.
- b) Place advertisements for BABA Buccaneers on approval from the Executive.
- c) Provide radio and newspapers with line scores for publication and broadcast.
- d) Report to the Executive, divisions and coaches not providing required information.

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10. Uniform Convener

The Uniform Convener shall be responsible for:

- a) Be responsible for ordering of all house league and rep uniforms.
- b) Care and control off all uniforms during the off season
- c) Handing out of all uniforms prior to the season and ensuring all uniforms returned at the end of the season
- d) Shop around for the best deal possible when buying uniforms so that registration money is spent wisely

Committees

1. **Coaches** The Vice President shall be responsible for setting up committee for the selection and appointment of coaching staffs for BABA House league with Executive approval.

2. **Members** The following are considered to be members of the Association at the age of (16) and over and are eligible to vote at the AGM and Special General Meetings when called. The Officers, Members of the Executive Committee, Conveners, Active Coaches, Umpires, Managers and Assistant Coaches and, subject to approval by vote of the Executive Committee all others actively interested in the operation of amateur baseball.

3. **Board of Directors**

The Affairs of the Association shall be managed by a Board of Directors consisting of the Associations current President and not more than ten and not less than two elected directors who shall be active members of the Association throughout their term of office. Each director be elected as follows: The President (3 year term), Vice President (2 year term) and all other positions to be one year terms. The President has the authority to appoint (4) four appointees to one year terms.

Vacancies on the Board of Directors, however caused, may so long as a quorum of Directors remain in office, be filled by the Directors from among qualified members of the Association, if the need arises, otherwise such vacancies shall be filled at the next Annual Meeting.

Termination of an Officer or Executive Committee member during term of office shall:

- a) by resignation
- b) by majority vote of Executive Committee

4. **Nomination**

- a) Must be submitted in writing to the current president at least two (2) days prior to the Annual General Meeting.
- b) You must be a member of the current executive for one year in order to be nominated for the President's position.

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5. Rules Committee

That the Board of Directors shall establish a Rules Committee composed of (5) five members of the Association including Vice President, Supervisor of Umpires and (2) two others to establish and define:

- a) Rules of conduct for members of the Associations.
- b) There will be NO bank accounts to be opened by any house league or rep team, all fundraising must be turned into the treasurer for league accountability.
- c) Rules of conduct for players and coaches of House league teams other than those established by EOBA and OBA.

That the Rules Committee meets at its Chairperson's request at least yearly to establish guidelines for the following playing season.

That the Rules established by this committee be conveyed to all members of the Association, its' umpires, coaches, and players before the beginning of play each season.

6. Board of Directors - Grievances of Appeals

That the Executive of the Association shall itself constitute a committee to air all grievances and appeals regarding protests and all other matters of dispute under the jurisdiction of BABA. All protests or grievances must be submitted to the Secretary or current president of the Association, in writing, within twenty-four (24) hours of the game concerned (Sundays excluded). It shall be the duty of the Secretary and/or President to inform the Executive and call an emergency meeting of the Executive to deal with the appeal.

A copy of the protest must, at the same time, be sent to the Club protested against by the protesting club. Any team lodging protest must produce proof of same at the Executive meeting called to handle the protest.

The Umpire in charge of the game being protested must be notified of the protest during or immediately following the protested game by the person or persons making the protest. The umpire shall be required to attend the protest meeting.

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Miscellaneous

1. Annual General Meeting

- a) The Annual General Meeting of the Association shall be held before October 30th of the each year.
- b) The meeting shall be advertised at least three times in the local media.
- c) The Association Officers shall be elected at the Annual meeting.

2. Special General Meeting

- a) The Executive may, whenever they think fit upon requisition in writing by (15) (or such lesser number as the executive committee shall permit by vote prior to commencement of any such meeting) accredited members convene a general meeting.
- b) The requisition shall express the objects of the meeting so called and shall be delivered to the Secretary of the Association.
- c) Upon receipt of such requisition, the Executive shall forthwith convene a General Meeting. If the Executive does not convene a general meeting within twenty one (21) days of receipt of requisition, the requisitions or other fifteen (15) members (or such lesser number as the executive committee shall permit by vote prior to the commencement of any such meeting) may themselves convene a meeting.
- d) In cases of Special General Meetings called in pursuance of a requisition by members, only that business as stated in the requisition shall be transacted at that specified meeting.

3. Constitutional Amendments

- a) The constitution of the Association shall not be altered unless at the Annual Meeting or at a Special General Meeting specially convened for the purpose of reviewing the Constitution.
- b) All proposed amendments, along with the person's name who is proposing the amendment, shall be sent, in writing, to the Secretary fourteen (14) days (or such lesser time) as executive committee shall permit prior to Annual General Meeting or Special Meeting in which such proposed amendment shall be put on the agenda before the Associations Annual Meeting.

4. Player Registration

- a) Players in all divisions and leagues affiliated with BABA must be registered with the association and provide the association with Health Card and Proof of Date of Birth upon request.
- b) If the Executive of the Association has any doubts as to the qualifications of any player, they shall have the power to call upon such players or the division to which they belong to prove to the satisfaction of the Executive that her/she is properly qualified to take part in competition under the jurisdiction of the league, failing such satisfactory proof, the Executive is empowered to disqualify said player.

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5. Rules

- a) Rules of play shall be the rules of baseball as adopted by the OBA, EOBA and the rules committee of BABA.
- b) Rules of conduct shall be those established by the rules committee of the BABA.

6. Tournaments

- a. The Executive shall from time to time be required to appoint qualified persons from the Association to oversee the running of house league special events and playoffs.
- b) Said Chairperson shall have the full co-operation of the Executive and members of the Association.
- c) It shall be the duty of all Officers and members of the association to work diligently at making these tournaments successful as they reflect upon our conduct and our Community.

Policies

1. Release Policy

It is the position of BABA that a player must play within the boundaries of the association where they reside. Therefore no release will be granted to any player if there is a position open on a rep team for their age group within BABA.

Exceptions to this rule will be assessed on a case by case basis.

Section 1.01 Exception Process (Release Request):

Players wishing to change teams outside of the boundaries of BABA must request their release in writing to the **Vice President of Rep** of BABA.

The release request must outline the reasons for the release and an in person meeting may be requested by BABA.

A release form will only be issued with the approval of BABA executive, signed by the association President. This can only occur at a meeting of the board.

Board meetings happen monthly or a special meeting as called by the President, with at least half of the executive present.

If the player wishes to play for a team in another affiliate, then both a local release (BABA) and an affiliate release (EOBA) would be required.

If a player has never played OBA baseball, and wishes to play for an association other than where they live, a release is still required as outlined above.

Section 1.02 Appeal Process

If a player requests a release and is denied by BABA, they can appeal that decision to our affiliate, the EOBA. If the EOBA upholds the decision of the BABA, the player may then appeal to Baseball Ontario.

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EOBA Statement on Release Appeals:

Section 2 (Membership and Registration) from the EOBA Constitution (as of Jan 2006)

2.7.2 A player wishing to change their Association or Team or Club must first secure a written release from their old Association or Team or Club, signed by the current Executive of that Club. If this release is refused, the player has the right to **notify the secretary** of the EOBA of their privilege to present their case, in person, to the EOBA Executive for their decision. The Association(s) or Team(s) or Club(s) concerned shall have the privilege of representation at the hearing. Releases shall not be valid until filed with the Registrar of the EOBA and with the Secretary of the OBA.

Contact Information Required for Release Requests and Appeals can be obtained from the website, **www.bellevillebucs.com/executive.htm**