

# **BARRHAVEN MEN'S SLO-PITCH ASSOCIATION CONSTITUTION AND BYLAWS (DRAFT)**

The name of the organization shall be the "Barrhaven Men's Slo-Pitch Association" or "BMSA" in its abbreviated form. The word "Association" in this document also refers to BMSA.

## **MISSION STATEMENT**

The aims of the BMSA are to:

- provide an opportunity for adult male residents of Barrhaven, Longfield and Davidson Heights and the surrounding communities to play Slo-Pitch in a sportsmanlike environment;
- accommodate as fully as practicable the different skill levels of players in the Community;
- carry on its business without intention of profiting from its members; and,
- to maintain a recreational environment by discouraging any behavior that would discriminate against weaker players.

## **ORGANIZATION**

### **League Executive**

The BMSA Executive will consist of an elected President, Treasurer, and Secretary. Members must be registered players in good standing.

### **Election and Terms of Office**

The members of the Executive will be a simple majority of the Board. The terms of office for the members of the Executive shall be subject to review every two years. The Board would vote at that time to maintain either the present executive, or hold elections.

### **Duties**

#### **The President shall:**

- chair executive, board and general meetings;
- be responsible for liaison with external organizations (i.e. Umpires Asc., Fast Pitch, BMSA);
- administer the fields and umpires;
- maintain the waiting list for the association;
- coordinate the placement of players on teams;
- call rain-outs before commencement of games;
- chair any hearings relating to player ejections or disciplinary matters; and
- ensure that the Association Rules, Constitution and Bylaws are promoted and observed.

#### **The Treasurer shall:**

- keep the financial records for the association;
- prepare annual budget and financial statements;
- attend the executive, board and general meetings;
- assist in the general duties of running the league efficiently and effectively;
- participate in hearings related to player ejections or disciplinary matters;
- keep a record of each team's roster and team fees paid; and,
- ensure that the Association Rules, Constitution and Bylaws are promoted and observed.

#### **The Secretary shall:**

- keep minutes of the meetings and distribute them in a timely fashion to the executive and team captains;
- attend the executive, board and general meetings;
- assist in the general duties of running the league efficiently and effectively;
- participate in hearings related to player ejections or disciplinary matters;
- assist the Treasurer in maintaining up-to-date team lists;
- prepare correspondence on behalf of the Association;
- coordinate publicity;
- maintain Association files and records; and,
- ensure that the Association Rules, Constitution and Bylaws are promoted and observed.
- be responsible for the preparation of league standings throughout the summer and will be responsible for League and Play-off schedules.

**The Website Co-ordinator (NON-VOTING):**

- maintain and update the league web site as required;
- NOTE: This position is a NON-VOTING Executive member appointed by the executive. This person must be a member of the league and may be an existing executive or board member;

**The Board**

The Board is comprised of Team Captains OR alternate representatives from each team. Members must be registered players in good standing. Each board member is entitled to a single vote on any issue up for discussion at league meetings.

**Election and Terms of Office**

Team Captains and alternates are elected (simple majority) by the players on the team for a single season period.

**Duties****The members of the Board shall:**

- meet at the request of the Executive;
- represent and vote on behalf of the players on their teams at Board meetings;
- promote sportsmanlike behavior and fair play at all times;
- participate in and represent their players at disciplinary hearings;
- notify their players of registration requirements;
- collect all required documents, including the team roster/waiver form, and fees;
- be responsible for obtaining sponsors for their teams; and
- ensure that the Constitution, Bylaws and Rules for the Association are understood by and observed by their team players.

**The Membership**

- consists of all registered players within the Association
- each has the right to formally approach any member of the Executive, when they feel the rules or bylaws are not being adhered to.

**AMENDMENT PROCEDURES**

- the Constitution, Bylaws and Rules may be amended through a yearly vote of the League Executive and Board members.
- Any review of the Constitution, Bylaws or Rules must take place prior to the start of the season or when required, during the playing schedule. Any request for an amendment to the above must come from a team manager in writing and addressed to the League Executive.

**MEMBERSHIP****Residency Qualifications**

Membership in the BMSA is generally restricted, but not solely restricted to male residents of Barrhaven, Longfield and Davidson Heights and environs as well as non-residents who were in good standing in the previous season.

Players must be a minimum of 18 years of age as of the first of May of the current season.

All new players are to supply proof of residency and age if requested by the Executive. Any player being admitted into the League is subject to the scrutiny of the Executive. If age is not confirmed, the Executive would ask for the removal of the player from the League.

All players MUST sign the team's roster in order to step onto the playing field. This MUST include the players full printed name and signature. Spare players (spares) MUST also be on and sign the team's roster/waiver form before playing.

Play-off Eligibility: A player is only eligible to play in the play-offs, if that player participates in more than 50% of the regular season games. Each captain is responsible for documenting the players participation in the League.

**Registration**

Rosters and team fees must be collected prior to the commencement of the season, or by a deadline established by the Executive and Board.

Failure to comply will result in that player being suspended from play.

Players with special circumstances may apply directly to the Executive for extensions. All application will be dealt with on a confidential basis.

New players to the League must sign-up and will be put on a waiting list.

The League Executive will assign players to teams in a way that strives to strengthen the weaker teams.

**Roster Size**

Each team shall carry a minimum roster of 14 players and may carry a maximum of 20 players.

All teams must pay the team registration fee. Only players showing up on a team roster may attend the banquet as a player.

Teams MUST accept any new player(s) assigned to their teams by the Executive.

**League Executive**

President, Treasurer and Secretary are exempt from paying the yearly registration fee in recognition for their time and effort expended to manage the league.

**VOTING PROCEDURES**

These procedures shall apply to all Association Board Meetings, Executive Meetings, and General Meetings:

- A quorum will consist of two members of the Executive plus 60% of the Board Members they represent.
- All members of the Board and the Executive are entitled to one vote.
- Voting will be conducted after a motion has been proposed, seconded and discussed to the satisfaction of the Chair.
- At the discretion of the Chair, the vote may be conducted by a show of hands, for and against, or by written ballot. The meeting Secretary is responsible for tallying and recording the results of votes.

**Executive Right of Referral**

Notwithstanding the result of any vote on any issue, the President may present an issue for vote by all the association members. If the result of the written ballot differs from the result of a vote on the same issue conducted at an Executive and Board Meeting, the result of the vote of the membership will take precedence.

**Amendments Proposed April 27, 2005**