



# York Simcoe Baseball Association Constitution

Adopted October 23, 2011

## **1. NAME**

- 1.1. The name of the Association shall be the York Simcoe Baseball Association and referred to in this document as the YSBA.

## **2. OBJECTIVES**

- 2.1. To promote baseball at the House League, Select and Representative Levels within the established boundaries of the YSBA as detailed in the OBA Constitution.
- 2.2. To work with members to continue to grow baseball with the YSBA.
- 2.3. To provide support to the Local Associations in the areas of Player, Coach and Umpire Development.
- 2.4. To be innovators and leader in baseball at the Provincial and National levels.
- 2.5. To ensure the well being of the Local Associations and preserve the integrity of the game.
- 2.6. To institute and regulate competition for YSBA league play and determine representatives to the Provincial Championships.
- 2.7. To effectively communicate to the Local Associations changes in any rules, By-Laws or constitutional amendments and any required information to participate in league play and tournaments at all levels.
- 2.8. To ensure that the YSBA is a member and in good standing with all provincial, national and international associations in which the YSBA chooses to participate.

## **3. MEMBERSHIP**

- 3.1. Membership in the YSBA shall be composed of such amateur Local Associations within the defined YSBA boundaries that shall agree abide by and comply with the Constitution, By-Laws and rules of the YSBA.
- 3.2. Members shall agree to abide this constitution and pay applicable fees and assessments as approved by the YSBA.
- 3.3. All members of this YSBA desiring to compete in any Affiliate Championship or Qualifier, Elimination Tournament or Provincial Championship through any of the YSBA's divisions at the local, regional, provincial or national levels must meet the YSBA's and the division's requirements and be in good standing.
- 3.4. New Local Associations seeking admission to the YSBA must apply at the Annual General Meeting by sending in a list of their complete executive and their proposed boundaries along with the required affiliation fees. Their submission must be approved by a majority of votes cast by those eligible to vote at the Annual General Meeting. They shall come in on a trial basis for one year before being officially approved by a majority vote at the next Annual General Meeting.
- 3.5. Any new Local Association seeking admission to the YSBA must have its own ballpark facility, distinct and separate from current YSBA members and shall not play any of its games out of an existing member's park unless permission is given to do so by the existing member.

#### **4. BOUNDARIES**

- 4.1. Boundaries for The York Simcoe Baseball Association start at Steeles Avenue and Highway #50, North on Highway #50 including Bolton to Highway #9. West on Highway #9 to and including Orangeville, then North on Highway #10 to Georgian Bay including Shelburne, but excluding all other centres, then Easterly along the shoreline to and including Perry Sound, then East along Highway #518 to Sand Lake, then due East to Algonquin Provincial Park boundary, then South along boundary to Highway #60, then Southerly along Highway #60 to Highway #35, then South along Highway#35 to Highway #46, then along Highway #46 to and excluding Bolsover, then along Highway #48 and #48B excluding Beaverton and Cannington to Highway #12, then South on Highway #12 to and excluding Whitby, then East along county Road in line with Markham Town Road, then along Markham Town Road and Steeles Avenue to starting point.

#### **5. YSBA MANAGEMENT BOARD**

- 5.1. The YSBA Management Board is accountable to the Membership for the management of programs within the YSBA. The members of the Board shall be the President, the Treasurer, the Secretary, the Registrar, the Life Members, the immediate Past President and the Chairs of Standing Committees.
- 5.2. Life membership can only be conferred at the Annual General Meeting on the recommendation of the Board for long, continuous and faithful service to the YSBA.
- 5.3. Any Management Board Member who fails to attend three (3) consecutive monthly business meetings without reasons that in the opinion of the President are satisfactory, shall have automatically tendered their resignation. After two (2) consecutive misses, the offending member shall be so notified by the Secretary. Upon the offending member's inability to attend a third consecutive meeting without valid reasons, the Board may appoint a replacement.

#### **6. PRESIDENT'S COUNCIL**

- 6.1. A President's Council shall be formed with the YSBA President as Chair and the Presidents of Local Associations as members.
- 6.2. The Council shall meet up to twice per year to provide advice and guidance to the YSBA President on matters of strategic importance.

## **7. STANDING COMMITTEES AND WORKING GROUPS**

7.1. The following Standing Committees shall be created at each Annual General Meeting. Standing Committees may create sub-committees to help with the delivery of their mandate.

### **7.1.1. Rep Committee (Chaired by VP Rep Play)**

7.1.1.1. Charged with managing the play of OBA Representative level baseball within York-Simcoe.

### **7.1.2. Select Committee (Chaired by VP Select Play)**

7.1.2.1. Charged with managing the play of SOBA Select level baseball within York-Simcoe.

### **7.1.3. House League Committee (Chaired by VP House League Play)**

7.1.3.1. Charged with developing such policies and procedures as deemed needed to improve the quality of play at the House League level within York-Simcoe

### **7.1.4. Policy and Procedures Committee**

7.1.4.1. Charged with reviewing and ruling on applications from a player to play with a team outside his/her Local Association.

7.1.4.2. Charged with reviewing and ruling on such supplementary discipline matters as may be referred to them.

### **7.1.5. Marketing and Communications Committee**

7.1.5.1. Charged with the marketing of YSBA and Local Associations to the general public with the aim of increasing registrations, and to commercial businesses with the aim of increasing revenues for YSBA programs.

7.1.5.2. Charged with ensuring ongoing Communications between the YSBA Management Board, Local Associations and other groups as appropriate.

### **7.1.6. Special Events Committee**

7.1.6.1. Charged with managing Special Events, normally through the establishment of Committee Working Groups.

7.1.6.2. Charged with overseeing the Annual YSBA Awards Program.

### **7.1.7. Development Committee**

7.1.7.1. Charged with establishing policies, programs and training materials aimed to enhance the development and retention of players, coaches and umpires.

## **7.2. Management Board Level Working Groups**

7.2.1. Board Level Working Groups may be established by the Board for a specific time-limited task. Chairs and members of working groups may be selected from Board members, members of Standing Committees, Local

Association representatives or the general public. (Examples of Working Groups include AGM Nominations, Constitutional Review)

## **8. STANDING COMMITTEE STRUCTURE AND MEMBERSHIP**

### **8.1. Chairs (or VP)**

8.1.1. Chairs are to be elected at each Annual General Meeting, subject to the Eligibility Requirements listed herein.

### **8.2. Committee Secretary**

8.2.1. A committee secretary shall be elected at the first meeting of the Committee following the AGM and shall have duties as assigned by the Chair.

### **8.3. Committee Membership**

8.3.1. Local Associations shall recommend committee members to the Chair no later than one month after each AGM. Local Associations are encouraged to nominate members to any Standing Committee but not all nominations can be accepted.

## **9. GOVERNANCE AND MEETINGS**

9.1. The YSBA Management Board is accountable to the membership for the strategic direction and annual management of the YSBA. The Board shall approve an Annual Budget, oversee all Standing Committees and approve all input to provincial governing bodies. The Board will have final approval of By-Laws upon the recommendations of the Chairs of the Standing Committees.

9.2. The President will chair the Management Board

9.3. The Secretary shall provide notice of all Board meetings at least seven (7) days in advance. Board Members shall inform the Secretary of their inability to attend at least 72 hours prior to the scheduled meeting.

9.4. The Annual General Meeting shall be held on the 4<sup>th</sup> Sunday in October.

9.4.1. The Order of Business for the AGM shall be:

- Minutes of the Last Meeting
- Business Arising from the Minutes
- President's Report
- Secretary's Report
- Standing Committee Reports
- Constitutional Amendments
- Announcements
- Election of Officers
- Appointments (Registrar, Life Members)
- Adjournment

9.4.2. The following Officers shall be elected at the AGM to a term of one year:

- President
- Secretary
- Treasurer
- Chairs of Standing Committees, including VPs of Rep, Select and House League

9.4.3. The President shall recommend the appointment of new Life Members for approval at the AGM.

9.4.4. The Registrar shall be appointed by the President at or shortly after the AGM.

9.5. Voting at the AGM shall be restricted to Local Associations in good standing. The number of votes per Local Association shall be based on the following formula:

- Registrations under 250 players – 1 Vote
- Registrations between 251-500 players - 2 Votes
- Registrations between 501-750 players - 3 Votes
- Registrations greater than 751 players - 4 Votes

9.5.1. The Local Association President will normally cast this vote unless specifically delegated by correspondence with the Secretary

## **10. DUTIES OF THE SPECIFIC ELECTED MANAGEMENT BOARD MEMBERS**

### **10.1. President**

The President shall:

- Serve as Chairman of the Board
- Ensure the objective and goals of the YSBA are carried out in accordance with the Constitution
- Develop a long term strategic Plan with input from the Association
- Act as the spokesperson for the YSBA with Provincial Baseball Associations and elsewhere that a YSBA position will be stated
- Report to the Annual General Meeting on the Activities for the past year
- Serve as ex-officio member of all committees

### **10.2. Immediate Past President**

The Immediate Past President shall:

- Assume the duties and functions of the President should the existing President become absent with delegating their responsibilities
- Assist the incoming Board through the transition period
- Chair the Annual General Meeting and the Election of Officers

### **10.3. Registrar**

The Registrar shall:

- Act as registrar of teams and Local Associations for the YSBA
- Recommend and develop registration policy and procedures to the YSBA Board
- Oversee the registration process and procedures
- Co-ordinate all registration information
- Arrange and maintain all records required for registration

- Respond to any inquiries or complaints regarding registration and bring any unresolved issues to the attention of the Board
- Maintain up to date records of releases and imports

#### **10.4. Treasurer**

The Treasurer shall:

- Prepare the Annual Budget for approval by the YSBA Board
- Recommend Financial Policies and Procedures
- Maintain accurate records of monies received and disbursed
- Prepare monthly and annual financial statements
- Collect all registration fees and reconcile registrations with fees Manage Bank accounts, term deposits and other financial vehicles
- Co-ordinate applications for grants

#### **10.5. Secretary**

The Secretary shall:

- Be responsible for all correspondence, directing all incoming correspondence appropriately and arranging for outgoing correspondence
- Ensuring accurate and permanent records of all meetings and proceedings of the organization are taken and maintained
- Monitor attendance of members at Board meetings and take appropriate actions
- Arrange for maintenance and storage of correspondence and other documents
- Arrange for meeting locations and provide notice of upcoming meetings
- Approve tournament hosting, umpire clinic hosting, coaching clinic hosting and championship hosting applications

### **11. MANAGEMENT BOARD VACANCIES**

- 11.1. Any vacancy, other than that of the President, may be filled by means of an appointment by the Board. Any such appointment must obtain a majority ratification vote by the Board.
- 11.2. A Presidential vacancy shall not be filled until the next immediate Annual General Meeting. The Immediate Past President shall assume all responsibilities of the President. Should the Immediate Past President be unable or unwilling to accept these duties, the Board shall appoint an interim President by majority vote.

### **12. ELIGIBILITY FOR ELECTION**

- 12.1. Definition – a member of a Local Association is a person who has paid fees to that Local Association in order for his or her child to play baseball in the current year, or a person who is elected to the governing Executive of that Local Association, or a person who is a Life Member (or equivalent) of a Local Association.

- 12.2. A Local Association may nominate members of their Local Association.
- 12.3. A Board member or a Local Association may nominate one non-member of a Local Association to the Board, i.e. only one nomination in total for all elected positions.
- 12.4. No more than two non-members of Local Associations may be elected to the Board.
- 12.5. No more than two members from any one Local Association may be elected to the Board.
- 12.6. No Board Member may serve more than 4 one-year terms in one position.

### **13. ELIGIBILITY FOR APPOINTMENT**

- 13.1. Any member of a Local Association in good standing or a member of the general public may be appointed by the Board to the position of Registrar or a member of a committee.

### **14. MEMBERSHIP RECALLS**

- 14.1. All Board and Committee members must continue to meet all membership rules throughout their terms or be required to resign until such time as they once more become members in good standing. Appeals must be directed to the Ethics Committee.
- 14.2. When any member or member club whose standing is called into jeopardy by ten (10) or more voting members, it shall become the duty of the Ethics Committee to appoint an Ad Hoc Committee of Investigation and / or a Disciplinary Committee to determine the validity of these charges and to bring forth recommendations for the approval of the Board. Expulsion or requests for resignation must be approved by a 2/3 majority of the Board

### **15. LEGALITIES**

- 15.1. Where there are omissions in procedures within this document they shall be ruled through the current issue of Robert's Rules of Order.
- 15.2. Where "he" is used, it should be noted that "she" or both could be used and / or substituted with no intent to discriminate.
- 15.3. Should the YSBA fall into bankruptcy or cease to function, all rights, assets and properties shall be divided equally among the last remaining



Local Associations who have maintained their good standing

- 15.4. Fiscal year shall be defined to start from the conclusion of the AGM on the Sunday of October each year and run until the conclusion of the next AGM on the 4<sup>th</sup> Sunday of the next year
  - 15.5. Nothing in this document shall supersede or by inference, detract or break the law of the land. Should one section be declared null and void, the remaining sections shall continue to be valid.
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