

MARTENSVILLE AMATEUR SOFTBALL ASSOCIATION BYLAWS

ARTICLE I Constitution

- 1.1 The name of this organization shall be the Martensville Amateur Softball Association.
- 1.2 The purpose of this organization shall be:
 - 1.2.1 To promote and provide an opportunity for boys and girls of Martensville and area to play softball.
 - 1.2.2 To encourage and promote sportsmanship, citizenship and leadership.
 - 1.2.3 To encourage and improve the game of softball for the better enjoyment of players and spectators.
 - 1.2.4 To arrange and organize teams, try outs, practices, and tournaments.
 - 1.2.5 To do such things as may be deemed appropriate by the executive of the Martensville Amateur Softball Association to carry out the purposes listed above.

ARTICLE II Definitions and Interpretations

In these bylaws, unless the context otherwise requires:

- 2.1 Association means the Martensville Amateur Softball Association
- 2.2 Officers means the officers of the Martensville Amateur Softball Association
- 2.3 Year means the period from January 1-December 31. Fiscal year shall mean the same.
- 2.4 Act means the Non-Profit Corporations Act of Saskatchewan.
- 2.5 Community means an area of the City of Martensville.
- 2.6 Parents refers to a player's legal guardian.
- 2.7 Residence (reside) mean the primary residence of the player's legal guardian.

ARTICLE III Membership and Affiliations

- 3.1 Membership in the Martensville Amateur Softball Association is open to any player not affiliated with any other league or association.
- 3.2 Players may be admitted to the Association upon filing out a registration form and paying related fees as set by the executive to cover expenses and operating the Association.
- 3.3 Teams from the Association may register with Softball Saskatchewan by payment of the required registration fee to Softball Saskatchewan, for the purpose of playing in the provincial softball play-offs. Martensville Amateur Softball Association will approve all Martensville provincial rosters prior to being submitted to Softball Saskatchewan.
- 3.4 Players from outside the City of Martensville may become affiliated with the Association, but first must obtain a release from their community and will be totally within the discretion of the executive.

ARTICLE IV League Play & Divisions

- 4.1 At the discretion of the Martensville Amateur Softball Executive all teams formed by the Martensville Softball Association shall play in the Saskatoon Minor Softball League.
 - 4.1.1 All teams will adhere to those rules set out by the Saskatoon Minor Softball Association.
- 4.2 If there is an option to run a league outside of the Saskatoon Minor Softball League it will be solely within the discretion of the executive to operate.
- 4.3 Teams will be divided into different age categories; Rookie, Mites, Squirt, Pee Wee, Bantam, Midget.

- 4.3.1 In the event that there are not enough players to field a team in a certain category players may be moved into a different category to ensure a team is formed. This will be done at the discretion of the executive.
- 4.4 Age categories will be split into 4 different divisions; A, B, C, and D.
 - 4.4.1 There shall be tryouts for all players wishing to play in the Association.
 - 4.4.2 In the event that the Association does not have a team in a division that a member has a chance to play on, a release will be issued by the Association so that player is able to play in a division appropriate for their skill level.
- 4.5 The Association will form teams based on the following formula:
 - 4.5.1 For every "C" there must be a corresponding "A" or "B" team in place (see exception 1)
 - 4.5.2 Before a second "B" team may be formed, there must be "A" team in place (see exception 2)
 - 4.5.3 Before a third "B" team may be formed, there must be a second "A" team in place
 - Exception (i) - One team age categories. If the Association only has one team in any age category (Squirt, PeeWee or Bantam), boys or girls, the placement of that team is at the discretion of the executive.
 - Exception (ii) - Two team age categories. The Association may request that a second team be placed in the "B" Division category at the discretion of the Saskatoon Minor Softball League executive.
 - 4.5.4 Evaluators will be used for tiering purposes. Evaluators shall not be parents or have any relation to those participating in the tiering.

ARTICLE V Officers and Executive

- 5.1 The officers of the Association shall be:
 - 5.1.1 President
 - 5.1.2 Vice President
 - 5.1.3 Secretary
 - 5.1.4 Treasurer
 - 5.1.5 Equipment /Uniforms
 - 5.1.6 Scheduling / Umpire Coordinator
 - 5.1.7 Fundraising
 - 5.1.8 Tournament Coordinator
 - 5.1.9 Player/Coach Training
 - 5.1.10 Division Coordinators
 - 5.1.10.1 Rookie
 - 5.1.10.2 Mites
 - 5.1.10.3 Squirt
 - 5.1.10.4 Pee Wee
 - 5.1.10.5 Bantam
 - 5.1.10.6 Midget
- 5.2 The executive of the Association shall be the same as the officers of the Association as hereinbefore enumerated.
- 5.3 All officers shall be elected at the annual meeting.
- 5.4 All officers shall hold office for a period of two (2) years, with the Vice Presidents and the Treasurer being elected in odd years and the President and Secretary to be elected in even years.

- 5.5 All officers shall be eligible for re-election.
- 5.6 Any vacancy occurring on the executive shall be filled, for the balance of the term of such vacancy, by appointment of the President on approval of the executive.
- 5.7 Any member of the executive may be removed from office, for cause, by the remainder of the executive.

ARTICLE VI Powers and Duties of the Executive

- 6.1 The duties of the executive, in general shall be to:
 - 6.1.1 Carry out the objectives of the Association as set out in Article I
 - 6.1.2 Suggest and co-ordinate activities and undertakings to further the common interest of the teams which comprise the Association.
 - 6.1.3 Maintain a good public relations program, not only with the teams comprising the Association but also with the general public.
 - 6.1.4 Formulate, interpret, and evolve operating guidelines for the purpose of carrying out its duties.
- 6.2 The President shall:
 - 6.2.1 Preside at all meetings
 - 6.2.2 Be the functioning officer between meetings of the executive
 - 6.2.3 With the treasurer have signing authority on cheques issued by the Association. All cheques shall be signed by the treasurer and the President.
 - 6.2.4 Give notice of all meetings to those persons entitled to attend, whose notice may be verbal.
 - 6.2.5 Shall vote only in the case of a tie.
 - 6.2.6 In an emergency shall exercise, in addition to the powers invested in the President by these bylaws or the act, all duties and powers of the executive when it is impossible to obtain a vote of the executive.
 - 6.2.7 May conduct a vote of the executive by telephone or other electronic means.
 - 6.2.8 Shall give final approval to all releases and transfers of players.
 - 6.2.9 May appoint any persons, as may be required from time to time, to committees of the Association with the approval of the executive.
 - 6.2.10 Conduct all communications required by the Association with the Association with the City of Martensville.
 - 6.2.11 Perform such other duties as may be required.
- 6.3 The Vice-President shall:
 - 6.3.1 Have all powers and perform all duties of the President in the absence of the President.
- 6.4 The Secretary shall:
 - 6.4.1 Take minutes at all executive meetings
 - 6.4.2 Handle such correspondence as may be required from time to time
 - 6.4.3 Ensure that all meetings of the Association are publicized where appropriate
 - 6.4.4 Carry out such other duties as may from time to time be required
- 6.5 The Treasurer shall:
 - 6.5.1 Keep the financial records of the Association
 - 6.5.2 Prepare monthly and yearly financial statements
 - 6.5.3 Attend to audit of the financial records of the Association as may be required from time to time by the executive
 - 6.5.4 Be available to accept team registration fees

- 6.5.5 Prepare a budget from the ensuring year
- 6.5.6 Countersign all cheques issued on Association bank accounts
- 6.5.7 Carry out such other duties as may from time to time be required
- 6.6 The Equipment / Uniform Manager shall:
 - 6.6.1 Organize equipment and uniforms for all teams.
 - 6.6.2 Purchase equipment and uniforms as needed with approval from the executive.
 - 6.6.3 Conduct a sizing night so everyone receives an appropriate uniform.
 - 6.6.4 Order all Association clothing.
 - 6.6.5 Carry out such other duties as may from time to time be required
- 6.7 The Scheduler / Umpire in Chief shall:
 - 6.7.1 Responsible for determining and obtaining playing fields and gym time as required by the Association from the City of Martensville
 - 6.7.2 Coordinate all practices and games on City of Martensville diamonds.
 - 6.7.3 Draw up schedules and deliver copies to coaches and members of the executive and any other persons who might be deemed appropriate.
 - 6.7.4 Investigate complaints with respect to condition of diamonds and take appropriate action.
 - 6.7.5 Interpret the Official Softball Rule Book and special rules as set down by the Association, upon the request of umpires, coaches, assistant coaches, team managers or any interested person connected with the Association.
 - 6.7.6 Select umpires for Association games and tournaments
 - 6.7.7 Be chairman of the Protest and Discipline Committee
 - 6.7.8 Arrange and conduct clinics for the training and certification of umpires
 - 6.7.9 Monitor the effectiveness of umpires
 - 6.7.10 Assist with umpires' pay nights
 - 6.7.11 Carry out such other duties as may from time to time be required
- 6.8 The Fundraising Coordinator shall:
 - 6.8.1 Coordinate all fundraising ventures within the Association.
 - 6.8.2 Carry out such other duties as may from time to time be required
- 6.9 The Tournament Coordinator shall:
 - 6.9.1 Coordinate tournaments put on by the Association.
 - 6.9.2 Ensure concessions are coordinated for the length of the tournament.
 - 6.9.3 Carry out such other duties as may from time to time be required.
- 6.10 The Player/Coach Training Coordinator shall:
 - 6.10.1 Arrange clinics for the training and certification of coaches
 - 6.10.2 Arrange clinics to further skill development for our players.
 - 6.10.3 Carry out such other duties as may from time to time be required
- 6.11 The Division Coordinators shall:
 - 6.11.1 Be the liaison for any concerns regarding the division they are coordinating.
 - 6.11.2 Carry out such other duties as may from time to time be required

ARTICLE VII Meetings

- 7.1 An annual general meeting of the membership shall be held at the call of the President, on or before October 31 of each year.

7.1.1 The order of business at the annual meeting shall be:

- 7.1.1.1 Call to Order
- 7.1.1.2 Reading of the minutes of the last annual meeting
- 7.1.1.3 President's remarks
- 7.1.1.4 Treasurer's report
- 7.1.1.5 Correspondence
- 7.1.1.6 General business
- 7.1.1.7 Election of officers
- 7.1.1.8 Amendment of bylaws
- 7.1.1.9 Adjournment

7.2 A general meeting of the membership may be held upon the call of the President, as confirmed by the executive as and when they may be necessary for the welfare of the Association.

7.2.1 A general meeting shall be held, at such place, date and time as fixed by the President, upon the request of ten (10) members of the Association.

7.2.2 Notice of a general meeting shall be given to all members of the Association.

7.2.3 The order of business of a general meeting shall be:

- 7.2.3.1 Call to Order
- 7.2.3.2 Reading of the minutes of the last general meeting
- 7.2.3.3 Old Business
- 7.2.3.4 New Business
- 7.2.3.5 Adjournment

7.3 Meetings of the executive shall be held once per month at such place and on such date and at such time as the executive may determine from time to time.

7.3.1 The President may call a special meeting of the executive at any time and shall call such meetings at the request of five (5) or more members.

7.3.2 Monthly meetings of the executive may, upon motion of the executive at the preceding meeting, be dispensed with for any month.

7.4 The quorum for a meeting shall be:

7.4.1 Those members in attendance at an annual general meeting.

7.4.2 Those members in attendance at a general meeting.

7.4.3 Nine (9) members of the executive present at an executive meeting.

7.5 All questions at any meeting shall be decided by a majority vote of the persons present at that meeting, provided a quorum is present.

7.5.1 The President shall not vote on any motion, but shall have a casting vote in the case of a tie.

7.5.2 At annual meetings and general meetings, all members of the executive (except the President) and coaches, assistant coaches and team managers, to a maximum of three (3) per team, of teams registered with the Association in the immediately preceding year shall have one vote each.

7.5.3 At executive meetings all members of the executive shall have one vote each, except the President, who shall have a casting vote only in the case of a tie.

7.5.4 All voting shall be by show of hands, except where two or more persons present at a meeting request a secret ballot, in which event a secret ballot shall be conducted by the secretary.

7.5.5 In the event that it is inconvenient to call a general meeting or an executive meeting, the President may conduct a vote by telephone or other electronic means and any

motion voted upon by this method shall be deemed passed if a majority of the persons entitled to vote on the motion vote in favor of the motion and such motion, when passed, shall have the same force and effect as a motion passed a general meeting or executive meeting as the case may be.

ARTICLE VIII Registration

- 8.1 All players shall be registered on or before March 30th in each year at a location and on the date as announced by the executive and, except with the approval of the President, no player shall be registered after such date.
- 8.2 Players that reside in Martensville must register and be evaluated in Martensville before being released.
- 8.3 Each team may register a maximum of twenty (20) players only.
- 8.4 Each team shall have at least one adult as its coach, assistant coach or general manager.
- 8.5 Any player whose name appears on the roster of a particular team becomes the property of that team and cannot transfer to another team without the prior written consent of the team's manager or coach and then only upon permission of the President.
- 8.6 Coaches and managers shall be responsible to confirm the eligibility on the team he or she coaches or manages and in the event that it is discovered that any ineligible player is on a particular team, all games played by that team shall be forfeited to the opposition.
- 8.7 No player may register with a team outside the zone in which he or she resides, except with the written consent of the zone commissioner in the zone where he or she resides allowing him or her to transfer to another team or zone. Written consent must accompany the player registration form and then only upon approval of the transfer by the executive.

ARTICLE IX Suspension or Probation

- 9.1 Any person connected in any way with the Association may be suspended from any involvement in the Association for any conduct on or off the playing field which, in the judgment of the Executive is detrimental to the game of softball, as played in the Association and:
 - 9.1.1 Such suspension shall take effect immediately upon notification of such decision to the person concerned
 - 9.1.2 Shall be for such length of time as determined by the Executive
 - 9.1.3 May be lifted by the Executive upon such terms and conditions as the Executive may deem appropriate
- 9.2 A suspension of any person shall be subject to appeal by the person so suspended, and the procedure of such appeal shall be as follows:
 - 9.2.1 A person wishing to appeal a decision of the executive shall deliver their signed notice of appeal to the executive and the manager or coach of the team with whom the person has been associated. This must be accompanied by such evidence in support of the appeal and delivered to the President within seven (7) days from the date he or she receives notice of the decision now being appealed.
 - 9.2.2 The Executive shall hear such appeal within seven (7) days of receipt of the notice of appeal by the President and shall, upon the request of the appellant, hear the appellant in person together with such evidence as the appellant may deem appropriate to present to the executive, upon two (2) days prior notice to the appellant of the place, date and time of the hearing of the appeal.

- 9.2.3 The decision of the Executive shall be signed by the President, within three (3) days from the hearing of the appeal and shall ensure that one copy is delivered to the appellant, one copy to the coach of the team involved, and one copy to be retained with the permanent records of the Association.

ARTICLE X Miscellaneous Matters and Procedures

- 10.1 The Association, its team coaches or managers, or officials of the Association will not be responsible for accidents occurring in the Association, practice or play-off games, or in transporting of players to and from games. All accidents are to be reported to the Association President. Accident insurance through Softball Saskatchewan is compulsory.
- 10.2 No team or group of teams may use the name of the Association for any tournament, fund raising program or any purpose without the permission of the Association.
- 10.3 At least one coach per team should obtain proper certification for the level of play they are coaching, get a Criminal Record Check done, and where possible attend a Speak Out Course.
- 11.3.1 The Association shall consider paying the certification for one coach per team.
- 10.4 All clothing for players, coaches, and parents must be approved by the executive before purchasing.

ARTICLE XI Rules of Play

- 11.1 The Official RuleBook of Softball Canada shall be followed except where modified by the executive of the Saskatoon Minor Softball League.
- 11.2 Special rules for play will be provided for each of the Division 1, 2 and 3 divisions of the Saskatoon Minor Softball League.

ARTICLE XII Amendment and Effective Date

- 12.1 These bylaws may be amended, repealed or replaced by a two-thirds majority of voting members present at an annual general meeting or at a general meeting called for the purpose.
- 12.2 Any proposed amendment must include the articles and sections of the bylaws to be amended and must be submitted in writing to the President thirty (30) days prior to any annual general meeting or a general meeting called for the purpose. Any amendment proposed shall be reviewed by the Executive prior to being placed before an annual general meeting or general meeting. At this time the opinion of the Executive with respect to the proposed amendment as well as the Executives recommendation will be given.

ARTICLE XII Certification and Approval

- 13.1 These bylaws are declared to be passed by motion on this ___day of_____, A.D. 2013 as attested to by the hand of the executive this _____ day of _____, A.D. 2013.