



**FREDERICTON MINOR BASEBALL ASSOCIATION  
ANNUAL GENERAL MEETING 2021**



**Annual General Meeting  
Agenda**

**March 1, 2022 – Held via Zoom**

**Welcome**

**Minutes of November 2020 AGM**

**Coordinator Reports**

**Treasurer's Report**

**Update on Provincials**

**Voting on Motions:      1. Strategic Plan**

**2. Constitution and By-laws**

**Election of the Executives**

**Other Business**

**Adjournment**



# FREDERICTON MINOR BASEBALL ASSOCIATION ANNUAL GENERAL MEETING 2021



## President's Report

We were fortunate to be able to have another successful baseball season in 2021 despite all of the Covid-19 challenges. I'd like to thank Baseball NB for their leadership and insight over the past year in guiding us through. I would also like to thank our parents and coaches for their efforts in keeping our players engaged during these difficult times, we certainly can't do any of this without supportive parents and amazing coaches.

We were extremely fortunate to be able to have Matt Stairs become our Technical Director in 2021 and we look forward to continuing to evolve under his leadership in 2022. We were able to begin our winter program at FHS in February 2022 and Matt will be introducing some exciting changes and additions to our program over the next year.

On the field, our registration increased by almost 50% in 2021 over 2020, with increases at almost all levels. We continue to focus on our grassroots developmental programs with dedicated technical coaches at these levels. Our recreational baseball program had a great season and we look forward to introducing separate 18U and 15U recreational programs in 2022.

Our competitive teams were very successful in 2021, with most teams reaching at minimum a Provincial Championship game. We placed many players on the 15U and 17U Baseball NB provincial teams and have many players furthering their baseball careers in year round high-school and post secondary settings.

I would like to thank the City of Fredericton, as they have been a terrific partner keeping us on the fields and continually looking for ways to better our facilities for our kids. Finally, I would like to thank my fellow Board members who work tirelessly to help our players and coaches. We have put many new initiatives forward and continue to strive to become one of the best baseball associations in Canada.

Thank you,  
Jason Fitzgerald  
FMBA President



# FREDERICTON MINOR BASEBALL ASSOCIATION ANNUAL GENERAL MEETING 2021



## Treasurer's Report

See Financial Reports submitted separately



# FREDERICTON MINOR BASEBALL ASSOCIATION ANNUAL GENERAL MEETING 2021



## Technical Director Report

### **Introduction**

The 2021 year saw the creation of a Technical Director position. The Roles and Responsibilities were initially designed and constantly being reevaluated depending on requirements. The primary objective is to create an environment of constant learning and growth with focused attention at every level in the Association.

The initial year of the position centered around defining needs and parameters. The role will evolve in 2022 based on feedback and insights gained throughout the season. Overall the introduction of this role was very successful and we look forward to building on that success and developing it in the years to come.



FREDERICTON MINOR BASEBALL ASSOCIATION  
 ANNUAL GENERAL MEETING 2021  
Recreational Division Report



## REC DIVISION COORDINATOR REPORT 2021

The recreation division of the FMBA from ages 11U to 16U had another successful year. After a year of depleted numbers, we were able to grow the program closer to pre-COVID-19 numbers. We completed a season with 20 teams across the region including New Maryland and Oromocto.

REGISTRATION
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Some divisions experienced an increase, while some experienced a decrease. Please refer to the chart below.

DIVISION	11U	13U	16U
2017	94	47	49
2018	105	65	26
2019	86	69	26
2020	45	41	37
2021	70	64	52
DIFFERENCE	+25	+23	+15

While the effects of COVID-19 still affect our registration numbers, seeing growth across all age groups is encouraging. We expect this growth pattern to continue into the 2022 season. Most prominent is the continued growth in the 16U program. FMBA believes that this continued growth indicates the opportunity to separate the age group into 15U and 18U for the 2022 season.

SCHEDULE
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All divisions were started with free optional workouts this year before the formal evaluations. This was a great opportunity for players to dust off the rust and be ready for evaluations. Each age division was on the field the week of May 17<sup>th</sup> and finished their year end tournaments the week of August 25<sup>th</sup> for a total of 15 weeks of baseball. Between all age divisions we scheduled 216 baseball games plus practices.



# FREDERICTON MINOR BASEBALL ASSOCIATION ANNUAL GENERAL MEETING 2021



## EQUIPMENT AND UNIFORMS

FMBA invested in some new catcher's gear again this year which was very much appreciated. We also obtained a couple more left handed catchers gloves which were broken-in in no time. Uniform distribution continued to be an "at the field" experience, which is quite time consuming and challenging for the coordinator. We recommend a revision to uniform and equipment pick up processes for the 2022 season.

## DIVISION REPORTS

### 11U

The 11U division experienced a significant increase in registration. We were able to field 5 teams this year, plus 1 from Oromocto and 1 from New Maryland.

The FMBA teams benefited from the efforts of a total of 14 parent coaches. Many of them were return coaches, and some were new to the Association. By all accounts, they did a fantastic job and I look forward to seeing them all again next year.

This year we ran a draft for the 11U division which was less successful than it was in the older age groups. Additionally, the evaluation sessions were less accurate than they had been in previous years. The recommendation is to revert back to the old evaluation method (consistent coach evaluators at each station) and to eliminate the draft.

We ended the season with a 2 week year end tournament in the form of a double elimination bracket.

All in all, a great summer, and the kids had fun which is the main thing.

### 13U

The 13U division also experienced a significant increase in registration. We were able to field 5 teams, managed by 12 coaches, plus 2 from New Maryland and 1 from Oromocto.

Most of our coaches were returning coaches from the previous season, and many of them I knew well which made for a very smooth summer.

We also ran a draft at 13U which had some success, however, the teams were not as evenly balanced as they should have been due to coaches digging too deep into the draft. For the 2022 season we recommend putting limitations on draft levels.

We ended the season with a double elimination tournament spread over 2 weeks which was a lot of fun for everyone.



## FREDERICTON MINOR BASEBALL ASSOCIATION ANNUAL GENERAL MEETING 2021



### 16U

Once again, instead of fielding 15U teams and 18U teams we took the youngest of the 18U registrants and formed a 16U division. We also accepted 3 over-age players for this year. Despite our best efforts to include as many players as possible, we began the season with 4 players on a waiting list.

We continued the draft process in 16U and while there was some contentions among the coaches, it was moderately successful in creating balanced teams. We would also recommend at this level that we put some limitations on draft levels.

We instituted some changes to base stealing rules recommended after the 2020 season and the result was more baseballs in play, and less games that came down to "how fast can you run". Very successful change.

Thank you!!

Sally Goodwin



FREDERICTON MINOR BASEBALL ASSOCIATION  
ANNUAL GENERAL MEETING 2021  
Grand Slam Coordinator Report



We had 113 players registered in Grand Slam with 6 teams in 8U and 4 teams in 9U.

There were numerous first time baseball players this season.

New Maryland had two teams in 8U and one team in 9U, they joined FMBA, to play weekly.

The season schedules ran from June 7<sup>th</sup> until August 26<sup>th</sup>.

The 8U teams used pitching slings in their games, then off the tee if they did not hit ball within 5 pitches.

The 9U teams used a pitching sling until they were able to supply a player to pitch, which was in early July.

The 8U schedule was made for each team to have a practice and a game, each week.

The 9U schedule was close to the same.

We had scheduled pictures late, so we did not have all photos ready for delivery until late September.

All teams had a field time at end of the year to have a parents vs kids game.

We had enough interest for the enrichment program to have two teams.

Overall, the season went really well.

Respectfully Submitted

Ronald Williams



# FREDERICTON MINOR BASEBALL ASSOCIATION ANNUAL GENERAL MEETING 2021



## Rally Cap (U5,U6,U7) Coordinator Report

### Background

Rally Cap is a baseball program designed to introduce 5, 6 and 7 year olds to the FUNDamentals of baseball in a fun and safe environment. It also provides players with the foundations of baseball that will allow them to continue to advance in baseball programs as they become older. Finally it provides an avenue to develop baseball coaches.

### Highlights

2021 registration numbers were up dramatically from last year.

<b>Registrations</b>	<b>2021</b>	<b>2020</b>	<b>% increase</b>
Rally Cap 5	42	22	91%
Rally Cap 6	60	25	140%
Rally Cap 7	52	26	100%
<b>Total:</b>	<b>154</b>	<b>73</b>	<b>110%</b>

All U5, U6 and U7 practices were held on McAloon field. This age group has typically been coached with parent volunteers. The level of volunteer effort leads to baseball being an affordable activity for parents.

A pizza party and medal presentation was held at the final practice. No jamboree was held. I did get a fair amount of feedback that the jamboree was something people were looking forward to, so hopefully this is something we can provide in 2022.

One significant change from previous years was that either 2 or 3 teams practiced per diamond. This follows the Rally Cap programming. It enabled better utilization of the fields and allowed leveraging the coaching resources across all teams in a group on that diamond. Most coaches liked the approach but it was not universally welcomed. A few did express the desire for one team per diamond.

The second big change was that three older players; Caleb Rice, Sam McKinney and Tyler Stewart were hired to support the coaches. My observation was that the players really liked having these older players there. They were energetic and engaging for the players, as well, they were able to help with skills demonstrations and in instances where we were low on coaching staff, they were able to provide coaching.



# FREDERICTON MINOR BASEBALL ASSOCIATION ANNUAL GENERAL MEETING 2021



## Coaching

Group Coordinator	Head Coach		Assistant Coach	
	Male	Female	Male	Female
3	14	3	30	6

Note: as mentioned above there were several parents who came “out of the stands” to help when needed. They are not included in these counts.

### What went well?

- Parents were very good to work with and very supportive.
- Older players helping with coaching, would recommend we continue this practice if funding is available for 2022.
- Having all Rally Cap teams on one field made the coordinators job easier.

### What could we do next year to provide a better experience for the players?

- Some commented that the McAloon fields were not the best and that other fields in the city are at a better standard. The Department of Education owns these fields, so any upgrades would have to be discussed with them. For younger players I believe these fields provide an adequate facility.
- With the dramatic rise in the number of players this year (110% overall) there was a shortage of coaches for a few teams. This took a few weeks to resolve during the start of the season and was eventually solved with some extra recruiting.
- Could we benefit from a coaching development program for these age groups? Some, especially the most experienced coaches, may not attend or see it as necessary. Coaches interested in long-term coaching opportunities and those coaches with less experience might see it as beneficial.
- Perhaps a technical director role could bring more consistency to skills coaching and work on coaching development.
- Lots of “assistant” coaches came “out of the stands” when needed, not ideal if we want to deliver a consistent program, but it was much appreciated that they filled in when the need was there
- Distribution of coaches across groups / teams was inconsistent; some groups / teams had lots of coaches while others did not have enough.
- For pictures
  - one parent suggested (which I passed on to Nevin) “Just wondering if a postal or electronic format option could be considered for next year. I’d gladly pay the



## FREDERICTON MINOR BASEBALL ASSOCIATION ANNUAL GENERAL MEETING 2021



postage for those envelopes to avoid the hour and 18k round trip I took from the south side to pick these up next year.”

- Do the pictures earlier in the season, when attendance is more consistent.
- Hold a Jamboree
- Payments to the older players were not made in a timely manner. This was a miscommunication on my part.

### **Special thanks!**

Lots of people helped with the program delivery. Two in particular went above and beyond; Samuel Roy put a lot of effort into getting the equipment and uniforms that we needed ready. Stacey McKinney also helped a lot with the administration.



FREDERICTON MINOR BASEBALL ASSOCIATION  
ANNUAL GENERAL MEETING 2021  
Equipment Coordinator Report



Baseball season 2021 was busy for the equipment coordinator. I was new to the position and received minimal training. With the assistance of some of the board members, I was able to learn quickly. The season began around March 2021 and ended in October.

In March 2021, Jason Fitzgerald and I contacted our Under Armour (UA) representative and Robbie from MacTavish's in order to finalize the equipment requirements for the beginning of the season. This was beneficial in securing the UA swag for the players prior the start of the season. With an expected increase in registration from last summer, additional pants, hats and other items were ordered to fulfill demand.

A complete inventory was undertaken at the Willy O'Ree warehouse to assess requirements and determine existing levels. As a result, we were able to order the proper amount of t-shirts for all four categories (Rally Cap, Grand Slam, Rec and Competitive) and also the required equipment including toss net, balls, tees, hockey bags and bases set etc...

In April, the competitive training camp began and it was a little chaotic at the beginning, but we made it happen and the kids were very happy to start back. In the future, I will attempt to be more accountable of our equipment, ensuring it is returned prior to the beginning of the season. We used a lot of baseballs during the tryouts and unfortunately, not a lot were returned. All evaluators were able to conduct proper tryouts with the equipment they required.

In May, equipment distribution began with the U18 AAA and U18 AA teams. The fact it was only two teams worked well. The decision was made to hand out all jerseys and team clothing via a central location on one night. As such, competitive teams were provided with the date and their respective times to pick up their jerseys and clothing. Four Board Members assisted with this distribution. With respect to the other teams, team managers collected the clothing and equipment at the warehouse.

The process for distribution with the competitive teams worked well. The hope is that this process will be expanded to more divisions next year. The help of all coordinators will be crucial for me and I am sure that we will achieve this in a deliberate manner. Equipment bags were distributed to all competitive coaches and all division coordinators.

**Lessons learn:** An attempt should be made to take one weekend and distribute equipment, clothing and jerseys. The possibility exists to do the distribution in two separate locations. Additional volunteers would be appreciated to assist at both locations.

**Concerns:** Next season, additional funds will be required to purchase baseballs and better toss nets for our programs. We should also look at replacing competitive jersey, potentially two divisions at a time. This would result in the replacement of all team jerseys by 2024. With the assistance of Matt Stairs, removal of the equipment at the Ville has begun. This has resulted in additional storage requirements at the warehouse (O'Ree). Matt is pursuing storage options at FHS, should this not come to fruition additional storage requirements will be needed. Some room can be found by donating some of the outdated equipment.

Respectfully Submitted,  
Samuel Roy



FREDERICTON MINOR BASEBALL ASSOCIATION  
ANNUAL GENERAL MEETING 2021  
**Field Coordinator Report**



Once again this year, weather somewhat hindered our ability to get on the fields in the early spring. Some players experienced a few days of very cold and wet workouts/tryouts. The City should be commended for getting some fields opened earlier than anticipated (in mid-May). This allowed many of our try-outs to be completed on ball fields, rather than on the turf.

As the scheduling of turf time is sometimes difficult in the early spring with other groups seeking times, we are currently working with the City to specify our needs.

The closure of Royals Back relating to upgrading of the field, resulted in some scheduling difficulty with the need for some teams to share fields. This may become a more common practice in the upcoming year as we look to increase the number of teams in the Association.

FMBA hosted a number of tournaments and provincials throughout the season. The City was able to accommodate our requirements. With Covid -19 restrictions in place the ability to host tournaments was uncertain at the beginning of the season. For next year, the calendar of events will assist with the planning requirements for tournaments and fields which will enable us to better inform the City.

We have an extremely positive relationship with the City, with both sides looking to work together for each other's benefit. A year-end meeting was held with the City to discuss potential areas of improvement from all sides and build on the high-level working relationship that is now in place.

The long-awaited Field Assessment Study has been completed and the City is now in the process of budgeting/scheduling the recommendations included in the Report.

Looking ahead to 2022, we are already working on scheduling options, and attempting to maximize our field usage. As we plan to host the Provincials at all levels within the Province in 2022, coordination with the City has already begun.

Respectfully submitted,

Stacey McKinney



# FREDERICTON MINOR BASEBALL ASSOCIATION ANNUAL GENERAL MEETING 2021 Coaching and Competitive Coordinator Report



## **2021 FMBA Coaches 'Coordinator Report**

### Coach Selection

#### AAA Coaches Selection Process:

Anticipating that the 18U AAA team would be participating in the 2021 Baseball Canada Nationals, a coaches selection committee was formed in Fall 2020 to begin the process of selecting the team's new coach. From a field of open-competition applicants, in-person interviews were held in late December. The committee's eventual recommendation was approved by the FMBA Board in January.

Interviews for the other AAA head coaches (11U, 13U and 15U levels) were held in February after another open-competition process. Committee members and candidates participated via Zoom call with eventual recommendations going to the Board on March 1<sup>st</sup>. All recommendations were approved.

#### AA Coaches Selection Process:

To ensure a quick turnaround between AAA team selections and the AA player draft, experienced coaching applicants (many being parents of tryout participants) were asked if they would tentatively enter a pool of prospective coaches, who might then be called upon should their player not be selected for the AAA team. Once the AAA rosters were finalized, a list drawn from this pool was narrowed to consensus by the selection committee and forwarded to the Board for approval over the Victoria Day weekend. Player drafts were held that same weekend, allowing teams to start practicing as early as the following Tuesday. Assistants were selected by head coaches that week.

### Certification and Training

In total, 38 coaches were recruited to head or assistant coach at the competitive levels, with all required to submit both a criminal record check (vulnerable sector) and evidence of having completed Baseball Canada's Safe Sport Training module. Throughout the season, all coaches were frequently updated on Baseball Canada's training and certification opportunities and were provided a guide for doing so: *NCCP Pathway to Competitive Stream Training*, drafted with assistance from Paul Hornibrook. A number of coaches who expressed interest in head coaching beyond 2021 also took advantage of FMBA's offer to pay for NCCP training modules.



# FREDERICTON MINOR BASEBALL ASSOCIATION ANNUAL GENERAL MEETING 2021



## 2021 FMBA Competitive Divisions Coordinator Report

### Overview

This year FMBA decided on a 1-2 competitive team format, with each division fielding one AAA team and two AA teams, except at the 18U AA level (one team).

The first games of the 2021 competitive baseball season were held the weekend of June 5-6. While many of the same COVID protocols remained in place from 2020, this was approximately a month earlier than last year. Fields allocated for the competitive teams were as follows:

11U AA and AA - Dunham and Saunders

13U AA and AAA - Queen Square and Johnson

15U AA and AAA - Tingley, Henry (sometimes Fisher )

18U AA and AAA - Fisher, Thompson (some games Royals)

While all of the Fredericton teams were competitive, many were particularly successful in tournament play, with seven of the 11 minor teams reaching provincial finals, including all-Royals finals at 11U AA and 13U AA. Congratulations goes to NB Provincial Champions (coaches noted) at the following levels: 11U AA (Hovey), 13U AA (Currie), 15U AA (Kilburn) – also won Atlantics on September 19<sup>th</sup> – and 15U AAA (Hawley).

In addition, while the Baseball Canada 18U National Championships, scheduled for Fort MacMurray this past August, was once again cancelled due to Covid-19, a well-done goes to the players and their coaching staff for their efforts and a great season this year.

### Feedback

As competitive coordinator, I was able to get out to each team's practice and/or game at least once, to observe and speak with coaches. Technical Director Matt Stairs also frequently visited fields to offer observations and tips. Much gratitude goes to Matt and also Lee Hoyt for spending so much of their personal time helping coaches and players improve their technical skills and knowledge.

A parent survey, developed in Survey Monkey, was sent out to parents and guardians in late September. The results, after hearing from almost 100 respondents (to date), are very encouraging, with high marks awarded for player improvement, coaching and FMBA's organization of the season. Summaries, including productive critique and praise, will be provided in a separate report to FMBA and available to coaches this year upon request.

Respectfully submitted,

Jason MacFarlane



# FREDERICTON MINOR BASEBALL ASSOCIATION ANNUAL GENERAL MEETING 2021



## Challenger Baseball Report

This program was not offered in 2021. It is the sincere hope and plan for the FMBA to resume this program in 2022.

## Promotions & Fundraising Report

This position was vacant during the year. Numerous responsibilities were completed by President Jason Fitzgerald.

## Competitive Coordinator Report

Responsibilities for the Competitive Coordinator were combined with those of the Coaching Coordinator.

## Umpire Coordinator Report

No report submitted.



# FREDERICTON MINOR BASEBALL ASSOCIATION ANNUAL GENERAL MEETING 2021



## SUBMISSION TO BOARD OF DIRECTORS MEETING

DATE OF BOARD MEETING: *March 1, 2022*

FROM: *The Executive*

TITLE FOR AGENDA: *Draft financial statements for February 28, 2022 and budget for 2022*

TYPE: *FOR INFORMATION*      *FOR DISCUSSION*

*FOR APPROVAL/DECISION*

**DESCRIPTION OF SUBMISSION:**

<p>Projected financial statements for the year ended February 28, 2022</p> <p>Budget for 2022 season</p> <p>Proposed Time to Allot: ____10 minutes____</p> <p>No. of Pages attached, please number pages (if applicable): ____3____</p>
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**RESOLUTION REQUIRED (if applicable):**

<p>Be it <b>RESOLVED</b> that the FMBA Board of Directors hereby approves .....</p>
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**TO BE FILLED IN BY SECRETARY OF THE BOARD:**

<p>Presentation Required: Yes X No ____</p> <p>If yes, who will be presenting: _____</p>
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# FREDERICTON MINOR BASEBALL ASSOCIATION ANNUAL GENERAL MEETING 2021



<b>Fredericton Minor Baseball Inc.</b>				
Statement of Earnings and Cash Balances				
For the year ended February 28, 2022 (estimated)				
(Interim Draft - see Notice to Reader)				
			2022	2021
Revenue				
Registrations			165,468	\$83,696
Sponsorships and support			6,965	\$7,661
Interest income			355	\$1,768
			172,788	93,125
Expenses:				
Equipment			67,262	25,922
Salaries and wages			30,319	38,840
Umpires			23,235	12,565
City of Fredericton field rentals			13,945	6,230
Baseball NB fees & insurance			11,660	5,100
Repairs and maintenance			3,691	0
Administration			3,485	1,849
Awards			2,648	896
Travel and mileage			1,574	0
Advertising and promotion			1,394	0
Coaching support			1,293	259
			160,506	91,661
Net earnings (loss)			12,282	1,464
Cash balance, opening			165,628	164,164
Cash balance, end of year			177,910	165,628



# FREDERICTON MINOR BASEBALL ASSOCIATION ANNUAL GENERAL MEETING 2021



Frederickton Minor Baseball Association  
March 1, 2022 - February 28, 2023  
Cash-Basis Budget

	<b>2022</b>
	<b>Budget - 645</b>
<b>Revenue</b>	
Registration - Summer Program	119,400
Registration - Competitive Tryouts	8,400
Competitive Team Fees	39,500
Registration - Spring Training	12,000
Registration - Fall Program	3,600
Registration - Off-Season	19,250
Registration - Summer Camps	0
Admin Fees	6,000
Grants	5,000
Donations and Sponsorships	5,000
<b>Total Revenue</b>	<b>218,150</b>
<b>Expenses</b>	
Administrative & IT	8,000
City of Frederickton Field Usage	16,000
Capital Equipment Purchase and Repairs	7,500
Uniforms and Equipment	75,800
Awards	2,500
Baseball NB (Comp team fees/Insurance)	15,000
Umpires (including training costs)	30,270
Coaching Training	4,000
Off Season Program Costs	8,000
Spring Training Costs	4,000
Summer Camp Program Costs	0
Salary & Benefits	43,815
Staff Expenses	1,500
<b>Total Expenses</b>	<b>216,385</b>
<b>Surplus (deficit)</b>	<b>1,765</b>



# FREDERICTON MINOR BASEBALL ASSOCIATION ANNUAL GENERAL MEETING 2021



## SUBMISSION TO BOARD OF DIRECTORS MEETING

DATE OF BOARD MEETING: *March 1, 2022*

FROM: *The Governance Committee*

TITLE FOR AGENDA: *Draft Strategic Plan, Constitution and By-laws*

TYPE: *FOR INFORMATION FOR DISCUSSION*

*FOR APPROVAL/DECISION*

**DESCRIPTION OF SUBMISSION:**

Attached is a draft of the Strategic Plan, proposed changes to the Constitution and By-laws for approval.

Proposed Time to Allot: \_\_\_\_\_15 minutes\_\_\_\_\_

No. of Pages attached, please number pages (if applicable): \_\_\_\_\_

**RESOLUTION REQUIRED (if applicable):**

Be it **RESOLVED** that the FMBA Board of Directors hereby approves .....

**TO BE FILLED IN BY SECRETARY OF THE BOARD:**

Presentation Required: Yes X No \_\_\_\_\_

If yes, who will be presenting: \_\_\_\_\_



# FREDERICTON MINOR BASEBALL ASSOCIATION ANNUAL GENERAL MEETING 2021



## Constitution

This Constitution sets out the processes by which the rules are decided and enforced and establishes the association's structure.

### 1. Name

1.1. The organization shall be called "Fredericton Minor Baseball Association Inc." and is hereinafter referred to as "the Association".

### 2. Affiliation

2.1. The Association shall be a member of "Baseball New Brunswick".

### 3. Jurisdiction

3.1. The geographical jurisdiction of the Association shall be the greater Fredericton area as defined by Baseball New Brunswick's zones.

### 4. Objective

The association maintains programs for youth players aged 5 to 18. Its primary objectives are:

4.1. To facilitate a safe, responsible and inclusive environment to promote and encourage the playing of baseball.

4.2. To develop the skill level of players and challenge them to develop to their full potential.

4.3 To establish the appropriate environment and administrative structure to facilitate all the necessary components required for youth to participate in baseball. This includes the establishment of the appropriate by-laws, policies and procedures.



# FREDERICTON MINOR BASEBALL ASSOCIATION ANNUAL GENERAL MEETING 2021



4.4 To maintain high standards of conduct among players, coaches, parents/guardians and officials by establishing and maintaining policies and procedures.

## 5. Membership

5.1. The membership shall include any player registered with the Association.

5.2 Voting members are defined as the parents/guardians of a registered player, registered coaches and Board Members. For voting purposes, a registered player assigns their vote to their parent/guardian. Additional votes are not granted should a parent/guardian also be a coach or Board Member. For example, if a parent/guardian has two players registered in the Association, they would be entitled to two votes. If either of the parent/guardian is also a coach or Board Member no additional votes would attribute to them. For example: If John has two players registered, and is also a coach, he would be entitled to two votes. If Sally is a Board Member with no player in the Association, she would be entitled to one vote.

## 6. Participation

6.1 All players are eligible to participate in their appropriate division without discrimination.

## 7. Directors

7.1. The affairs of the Association shall be managed by a Board of Directors and is hereinafter referred to as “the Board”.

7.2. The number of directors shall not be less than six or more than fifteen.

7.3. The following Officers and directors shall be elected, at the Annual General Meeting of the Association:

President

Vice-president

Secretary

Treasurer



## FREDERICTON MINOR BASEBALL ASSOCIATION ANNUAL GENERAL MEETING 2021



7.4. The remaining officers and Directors will be determined at the first meeting of the Board after the Annual General Meeting by the Executive in accordance with the requirements specified in the Board Governance Manual. The roles and responsibilities are defined in the Board Governance Manual.

7.5. The immediate Past President of the Association shall, automatically on retiring as President, be appointed as a Director of the Association.

7.6. The Zone Chairman of Umpires or their designate shall be the Director of Umpires and shall sit and be a Voting Member of the Board of Directors.

7.7. If necessary, the Board of Directors may replace the Executive or a member of the Executive if the Board feels that it is in the best interest of the Association as specified in the Board Governance Manual.

7.8. In the case of an addition to the Board, or to fill a vacancy, the position will be filled in accordance for the Board Governance Manual.

7.9. Fifty percent of the current members of the Board, shall constitute a quorum for the transaction of business at any duly called meeting of the Directors of the Association. Meetings of the Board or such committees by means of conference telephone or other communication equipment by means of which all persons participating in the meeting can hear each other. Participation in such a meeting shall constitute presence in person at such meeting.

7.10. The Board will meet at least quarterly with a minimum of six meetings during the tenure of the Board.

### 8. Executive

8.1. The Association's Executive shall be composed of the President, Vice-President, Secretary, and Treasurer.

8.2. Three members of the Executive, present in person, shall constitute a quorum for the transaction of business at an Executive meeting.



## FREDERICTON MINOR BASEBALL ASSOCIATION ANNUAL GENERAL MEETING 2021



8.3. Meetings of the Executive shall be held as often as the business of the Association may require and shall be called by the President or by any two members of the Executive. The Executive may act on behalf of the Board.

8.4. Roles and Responsibilities of the Executive and Board members shall be defined and included in the Board Governance Manual.

### 9. Meetings:

#### Annual General Meeting (AGM)

9.1. The Annual General Meeting shall be held prior to November 30<sup>th</sup>. Notice of the AGM will be provided to all members thirty days in advance and be publicly posted.

9.2. Voting members are defined as the parents/guardians of a registered player, registered coaches and Board Members. For voting purposes, a registered player assigns their vote to their parent/guardian. Additional votes are not granted should a parent/guardian also be a coach or Board Member. For example, if a parent/guardian has two players registered in the Association, they would be entitled to two votes. If either of the parent/guardian is also a coach or Board Member no additional votes would attribute to them. For example: If John has two players registered, and is also a coach, he would be entitled to two votes. If Sally is a Board Member with no player in the Association, she would be entitled to one vote.

9.3. Quorum for the AGM is defined as twenty voting members.

9.4. The agenda for the Annual General Meeting shall be:

a) Minutes of preceding Annual General Meeting, including business arising from those minutes

b) President's Report

c) Treasurer's Report and Financial Statements

d) Board Member Reports

e) Election of the Executive



## FREDERICTON MINOR BASEBALL ASSOCIATION ANNUAL GENERAL MEETING 2021



- f) Voting on Motions
- g) New Business
- h) Adjournment

9.5. Special meetings may be called by the Executive and/or at the request of at least twenty members in a good standing of the Association.

9.6. All members of the Board will be notified 5 days in advance of any Board meeting.

### 10. Committees

The Board will establish the following committees which shall be formed and members appointed at the first Board Meeting following the AGM:

Discipline committee

Governance committee

Player Development Committee

Other ad hoc committees will be formed as required and as specified in the Board Governance Manual.

Members of the committee shall appoint a Chair who will bring recommendations on behalf of the committee for approval by the Board.

### 11. Bylaws

The Association will enact By-laws relative to the general operations of the Association.

11.1. Proposed amendments to the Constitution or by-laws must be forwarded to the secretary at least twenty days prior to the Annual General Meeting. Posting of the AGM agenda will be fourteen days in advance of the AGM.

11.2. By-laws may be amended at any Annual General Meeting or at a special meeting of the Board called for that purpose by a majority vote.

11.3. The By-laws are available upon request from the Secretary and shall be posted on the FMBA website.



## FREDERICTON MINOR BASEBALL ASSOCIATION ANNUAL GENERAL MEETING 2021



11.4 By-laws of the Association will be supplemented by the Association's Policies and Procedures Manual which will detail specific operating procedures and processes.

### 12. Financial

The year end of the Association is set as the last day of February.

The Association has the authority to hire employees as required, the roles and responsibilities of which are defined in the Board Governance Manual.



# FREDERICTON MINOR BASEBALL ASSOCIATION ANNUAL GENERAL MEETING 2021



## By-laws

The Fredericton Minor Baseball Association (FMBA – “Association”) shall from time to time make by-laws respecting its operations. This by-law shall be in force from this date of February 2022.

These by-laws are intended to provide information concerning the FMBA.

FMBA was founded in 1998 to govern minor baseball in Fredericton. FMBA was incorporated under the New Brunswick Companies Act in 1998 and is officially registered as the Fredericton Minor Baseball Association, Inc. Members must comply with all by-laws.

A Board of Directors administers the affairs of the FMBA.

Baseball New Brunswick (BNB) governs all amateur baseball in the province. BNB derives its authority from, and is subject to all regulations and playing rules of the national organization, Baseball Canada.

BNB governs all baseball from Rally Cap to 18U. FMBA must comply with all BNB Bylaws, Regulations and Constitution which can be obtained through their website at [www.Baseballnb.ca](http://www.Baseballnb.ca).

The FMBA Policies and Procedures Manual is intended to supplement the by-laws of the organization by specifying required policies for the Association by providing additional information on processes and procedures in support of the policies.

### 1. Definitions:

**Annual General Meeting:** The yearly meeting held for the membership of the Association. Operational guidelines for the meeting are contained in the Constitution.



## FREDERICTON MINOR BASEBALL ASSOCIATION ANNUAL GENERAL MEETING 2021



**Board of Directors:** Includes all approved Officers and Directors of the Association as specified in the Board Governance Manual.

**Coaches:** A volunteer in the Association that has been appointed and approved to assist with a team in the Association.

**Executive of the Board of Directors:** Includes the President, Vice-President, Treasurer and Secretary as elected annually at the Annual General Meeting

**Fiscal Year end:** Is set as the last day of the month in February each year.

**Membership:** Is any player registered with the Association.

**Voting Member:** Are parents/guardians of a registered player, registered coaches and Board Members. For voting purposes, a registered player assigns their vote to their parent/guardian. Additional votes are not granted should a parent/guardian also be a coach or Board Member. For example, if a parent/guardian has two players registered in the Association, they would be entitled to two votes. If either of the parent/guardian is also a coach or Board Member no additional votes would attribute to them. For example: If John has two players registered, and is also a coach, he would be entitled to two votes. If Sally is a Board Member with no player in the Association, she would be entitled to one vote.

The Association commits to operating an effective, safe, inclusive and responsible environment for members to participate in baseball. To accomplish this mandate the Association has established a number of key areas of responsibility that guide the operations of minor baseball.

### 1. Programming:

Players differ in needs, abilities, and desire. Therefore, grouping of players into different skill categories is necessary. To accomplish this, the Association operates both competitive and recreational divisions as well as grass-roots programs for ages below ten. The Competitive Program Policy details the background, overarching structure and specific operational guidelines for the division.



# FREDERICTON MINOR BASEBALL ASSOCIATION ANNUAL GENERAL MEETING 2021



The Recreational Program Policy is a comprehensive document which outlines its mandate and operational guidelines.

## 2. Safety, Equality and Fair Treatment

The Association is committed to providing a safe and fair environment for all players. The Safe Sport Policy focuses on the safety, respect and dignity of all participants and encompasses the requirements to ensure the Association operates at the highest standard. The Fair Play policy provides guidance on the playing structure for all participants. The Equity, Diversity and Inclusion Policy provides guidance to ensure that everyone has an opportunity to participate.

The members (and voting members) of the Association are expected to adhere to the appropriately prescribed BNB and FMBA Codes of Conduct. These policies are included in the FMBA Policies and Procedures Manual.

## 3. Coaching

To ensure the optimal experience for all participants, the Association has developed policies to address the selection, qualifications, retention and conduct of coaches. The policy and related processes and procedures are set forth in the Coaching Policy.

## 4. FMBA Administration

Responsibilities and authorities for the various positions of the Association are included in the Board Governance Manual. Depending on operational requirements, the Association may from time to time hire required individuals to fill required positions.

### 4.1. Operations Calendar

At the beginning of each baseball season, the Board of Directors reviews all significant events that are of interest to FMBA operations (open registration date, annual budget, baseball camps/clinic, fundraising events, major tournaments hosted in Fredericton). The FMBA will publish this information on the website. Specific team schedules are the responsibility of the respective teams.



# FREDERICTON MINOR BASEBALL ASSOCIATION ANNUAL GENERAL MEETING 2021



## 4.2. Association Meetings

FMBA holds a minimum of six (6) regular monthly meetings of the Board of Directors. Anyone wishing to make representation to the Board is welcome to do so. However, they must make arrangements with the Secretary of the Board. Quorum for a regular board meeting is 50% of the board composition. The process for voting and resolution is specified and resides in the Board Governance Manual.

FMBA holds an Annual General Meeting (AGM) prior to November 30<sup>th</sup> each year.

At the AGM, the business of the Association is conducted including the election of Officers (Executive). Any member of the Association is permitted to submit in writing, at least 30 days in advance, items to be considered at the AGM. In special circumstances, a member of the FMBA may also raise issues from the floor.

## 4.3. Registration

The Association holds player registration for each baseball season during the month of March.

The Board of Directors, based on the operating budget for the year, determines the registration fees and projected team structures. All registration fees must be paid prior to the player going on the field.

## 4.4. Fundraising

All monies raised through fundraising and sponsorship is the property of FMBA and will be managed as per the conditions contained in the Fundraising Policy.

## 5. Communications

All members are directed to refer to the Association's Communications policy which outlines responsibilities of required procedures related to communications.