

# **Greater Niagara Baseball Association**

## **THE CONSTITUTION**

### **ARTICLE 1: NAME**

The name of the Organization shall be "The Greater Niagara Baseball Association Inc."

### **ARTICLE 2: OBJECTIVE & PURPOSE**

The objective and purpose of the Association shall be:

- (a) To foster and improve the game of baseball for minor age groups in the City of Niagara Falls.
- (b) To organize and operate a baseball program in the municipality.
- (c) To instruct and practice the code of good sportsmanship while endeavouring to improve the playing ability and provide recreation through the operation of its baseball program.

### **ARTICLE 3: MEMBERSHIP**

Membership in the GNBA shall be composed of all persons, residents of the City of Niagara Falls, including non-residents who have been a coach in good standing for the previous three consecutive years, who upon payment of \$1.00 (one dollar) membership fee at the Annual Meeting, and agrees to abide and comply with the by-laws, rules and regulations of the Association. Each member shall have full voting rights at any general and annual meeting.

### **ARTICLE 4: EXECUTIVE AND DIRECTORS**

"The Executive" of the Association shall consist of five (5) positions: 1) President 2) Vice-President 3) Past President 4) Secretary 5) Treasurer.

"The Directors" shall consist of at least thirteen (14) positions: 1) Junior Rookie Ball Convenor 2) Senior Rookie Ball Convenor 3) Mosquito House League Convenor 4) Peewee House League Convenor 5) Bantam House League Convenor 6) Midget/Junior House League Convenor 7) Travel Team / House League Select Convenor 8) Registrar 9) Umpire-in-Chief 10) Purchasing and Equipment 11) Event Co-Ordinator and Fund Raising 12) Playing Field Allocations 13) Marketing, Media and Public Relations. 14) Web Site Administrator

All offices will be held for a period of one (1) year. The election of five (5) Executive Members and at least thirteen (13) Directors shall be held at the Annual Meeting during October of each year. Life Members of the GNBA are Executive Members without portfolio and are exempt from the annual membership fee. The President shall have the power to fill any Executive and/or Director vacancies that may occur or is not filled at the Annual Meeting election of Officers.

## **ARTICLE 5: DUTIES OF THE EXECUTIVE AND DIRECTORS**

### **President**

Shall preside at all meetings of the organization. The President is the Chief Executive Officer and as such shall exercise supervision over the activities of the Association. He shall have the power to rule on any situation which is not specifically dealt with in the constitution, by-laws or rules and regulations of the GNBA.

### **Vice-President**

Shall perform the duties of the President in his absence.

### **Past-President**

Not an elected position. Shall perform the duties of the President in the absence of the President and the Vice-President.

### **Secretary**

Shall keep an accurate record of all Association meetings. Receive and send out all correspondence for the Association; retaining a file(s) on all correspondence. Minutes of Association meetings will be forwarded to the Executive, Directors and Life Members.

### **Treasurer**

Shall receive all monies and deposit same in the Associations account with a chartered bank or trust company, receive and pay all invoices, sign all cheques along with the signature of one of the two other signing officers as elected from the Executive; keep accurate account of all receipts and disbursements; present a written financial report each Executive meeting; prepare the financial report for the annual audit and have written reports for distribution at the Annual Meeting; pay accounts up to and including one hundred dollars in value, in periods between Executive meetings, subject to approval at the next meeting by an Executive / Director vote.

### **Director - Junior Rookie Ball House League Convenor**

Selects the players for each team. Decides on the number of teams each year. Schedules the games for regular season and playoff structure. To secure coaches for each team formed. Produce schedule and distribute to coach before the first game is played. Ensure coaches have equipment and baseballs, Assist the Director of Fund Raising and Public Relations in arranging Recognition Night and All-Star Night.

### **Director - Senior Rookie Ball House League Convenor**

Selects the players for each team. Decides on the number of teams each year. Schedules the games for regular season and playoff structure. To secure coaches for each team formed. Produce schedule and distribute to coach before the first game is played. Ensure coaches have equipment and baseballs, Assist the Director of Fund Raising and Public Relations in arranging Recognition Night and All-Star Night.

### **Director - Mosquito House League Convenor**

Selects the players for each team. Decides on the number of teams each year. Schedules the games for regular season and playoff structure. To secure coaches for each team formed. Produce schedule and distribute to coach before the first game is played. Ensure coaches have equipment and baseballs, Assist the Director of Fund Raising and Public Relations in arranging Recognition Night and All-Star Night.

### **Director - Pee wee House League Convenor**

Selects the players for each team. Decides on the number of teams each year. Schedules the games for regular season and playoff structure. To secure coaches for each team formed. Produce schedule and distribute to coach before the first game is played. Ensure coaches have equipment and baseballs, Assist the Director of Fund Raising and Public Relations in arranging Recognition Night and All-Star Night.

### **Director - Bantam House League Convenor**

Selects the players for each team. Decides on the number of teams each year. Schedules the games for regular season and playoff structure. To secure coaches for each team formed. Produce schedule and distribute to coach before the first game is played. Ensure coaches have equipment and baseballs, Assist the Director of Fund Raising and Public Relations in arranging All-Star Night.

### **Director - Midget House League Convenor**

Selects the players for each team. Decides on the number of teams each year. Schedules the games for regular season and playoff structure. To secure coaches for each team formed. Produce schedule and distribute to coaches before the first game is played. Ensure coaches have equipment and baseballs.

### **Director -Junior House League Convenor**

Selects the players for each team. Decides on the number of teams each year. Schedules the games for regular season and playoff structure. To secure coaches for each team formed. Produce schedule and distribute to coaches before the first game is played. Ensure coaches have equipment and baseballs.

### **Director - Travel Teams / House League Select Convenor**

Liason between travel team coaches and the GNBA Executive and Directors, enforces all GNBA rules established for the travel teams. Receives all information on the out of town Select Tournaments and passes the information to all House League Convenors. Assist the Director of purchasing in handing out and collecting any uniforms and equipment to Select teams. Attends the Annual Select Meeting normally held in February each year.

### **Director - Umpire-in-Chief**

To schedule all umpires for all travel team games and GNBA hosted tournaments. To be responsible for all umpires and umpiring equipment in the Association. Maintain a list of Umpires for assignment to games. Establish a fee schedule for each year, subject to approval of the Executive and Directors. Authorize payment of Umpires.

### **Director - Purchasing and Equipment Maintenance**

To purchase all equipment and uniforms for teams operating in the baseball program under the GNBA. Purchases are subject to approval of GNBA Executive and Directors. To allocate, maintain, collect and store all equipment and uniforms that are the property of the GNBA.

### **Director - Registration**

Registers all players of all teams under the jurisdiction of the GNBA and collect registration fees from all players registered in the GNBA. To establish, with approval of the GNBA Executive and Directors, a registration fee structure, registration dates and time(s) of registration.

### **Director - Event Coordinator and Fund Raising**

Responsible for the coordination of all fund raising activities and events. Coordinates Recognition Night normally held on the second Friday in July. Coordinates All-Star Night normally held on the second Saturday in July. Coordinates awards presentation normally held at the end of the season.

### **Director - Playing Field Allocations**

Will attend the playing field allocation meeting held by the City each year. To allocate the playing fields that have been permitted by the City of Niagara Falls to the GNBA. The allocation / scheduling of the playing fields will include both practice and games for the Travel Teams and all the House League Teams.

### **Director - Marketing, Media and Public Relations**

Responsible for the overall promotion of registration each year as well as the media coverage of the variety of events and the news releases that occur throughout the year. Track and coordinate standings in all divisions and publish schedules of coming games.

## **ARTICLE 6: ELECTIONS**

The election of Executive and Directors of the Association shall be conducted at the Annual Meeting held in October of each year. The President shall appoint three (3) members to a nominating committee at least thirty (30) days prior to the Annual Meeting to prepare and submit a proposed slate of Executive and Directors. A member of the City of Niagara Falls Parks and Recreation Staff will be invited to act as Chief Returning Officer for the election of Executive and Directors. Nominations for Executive and Directors will be welcome from the floor at the Annual Meeting. To be nominated for an Executive position - President, Vice-President, Secretary or Treasurer - one must have served a minimum of one (1) year within the last two (2) years in an Executive or Director position. If more than one (1) person is nominated for any office, a vote by ballot will be taken and the nominee receiving the greatest number of votes will be elected. If a tie occurs for any Executive or Director position, the run-off vote by ballot will be taken amongst the "tied" positions only.

## **ARTICLE 7: ANNUAL MEETING**

The Annual Meeting of the GNBA shall be held during the month of October each year. Exact date and location will be determined by the President. The order of business for the Annual Meeting will be:

- 1) Presidents welcome and address - summary of the year.
- 2) Secretary's report - summary of the last executive meeting.
- 3) Treasurers report - treasurers report for the year.
- 4) Amendments to the Constitution.
- 5) General Business
- 6) Election of Executive by position and Directors in total.
- 7) Presidents remarks.

## **ARTICLE 8: AMENDMENTS**

Amendments or any alterations shall be made to any part of the Constitution, By-Laws and Regulations at the Annual Meeting. Notice of any proposed amendment or alteration must be given in writing to the Secretary at least twenty-one (21) days prior to the Annual Meeting. Amendments or alterations to the Constitution, By-Laws and Regulations will be adopted by a two-thirds (2/3) vote of the GNBA membership at the Annual Meeting or a special meeting called for the purpose to amending the Constitution.

## **ARTICLE 9: RULES OF ORDER**

The Rules of Order as adopted by: "Roberts Rules of Order and Parliamentary Procedure" shall be the rules for all meetings of The Greater Niagara Baseball Association Inc.

## **ARTICLE 10: VOTING PROCEDURES**

Nine (9) Executive and/or Directors in good standing constitute a quorum. A vote by majority at Executive meetings shall constitute passing of a motion. The President shall not vote except in the case of a tie. Voting shall be by a show of hands. Proxy vote and/or ballots will not be recognized.

## **ARTICLE 11: MEETINGS**

The President may call a special, emergency or general meeting of the Association or Executive Board at any time. A minimum of forty-eight (48) hours notice must be given except for emergency meetings. Executive meetings - Executive and Directors - shall be held at least once every month from February to October inclusive. Frequency of Executive meetings is at the discretion of the President. Any member in good standing (see Article 3) can attend an Executive meeting whenever he/she wishes. The President may declare an Executive meeting go into closed session, at which time any person who is not a member of the Executive and Directors may be excluded. Executive only meetings -No Directors, shall be held at least once a month from January to December

## **ARTICLE 12: AFFILIATIONS**

The Greater Niagara Baseball Association Inc. shall be affiliated with the Ontario Baseball Association (O.B.A.) through the Niagara District Baseball Association (N.D.B.A.). The GNBA Inc. shall maintain membership in the Niagara District Baseball Association (N.D.B.A.) and protect its rights as a member of that Association.



### **ARTICLE 13: ATTENDANCE**

All G.N.B.A. Executive and Directors are required to have a sixty percent attendance record throughout the upcoming years by-monthly meetings. The attendance record will begin with the Annual General Meeting, usually the second Wednesday in October each year. The President will provide a schedule of all the meetings for the coming year at the first meeting directly following the Annual General Meeting each October. The President shall have the power to dismiss any Executive or Director from the G.N.B.A. because of their attendance record.

### **ARTICLE 14: EXECUTIVE AUTHORITY**

The GNBA Executive and Directors reserves the right to set, appeal or amend the Bylaws, Rules, Regulations and Guidelines as deemed necessary to facilitate and conduct the business of the GNBA in a manner consistent with the intent of the GNBA Constitution and Regulations. These changes will be published in the minutes of the meeting at which it occurred and must be ratified at the next AGM. The GNBA Executive and Directors must approve all coaches prior to the season. The GNBA Executive and Directors must approve all handouts.

