



# KANATA BASEBALL ASSOCIATION

## Constitution

October 2025

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# KANATA BASEBALL ASSOCIATION

## CONSTITUTION

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### ARTICLE I - NAME

This organization shall be known as the Kanata Baseball Association (KBA), hereinafter referred to as "Local League."

### ARTICLE II - OBJECTIVE

#### SECTION 1

The objective of the Local League shall be to promote in the children of the community the ideals of good sportsmanship, honesty, loyalty, courage and respect for authority, so that they may be well adjusted, stronger and happier children and will grow to be good, decent, healthy and trustworthy citizens.

#### SECTION 2

To achieve this objective, the Local League will provide supervised programs under the Rules and Regulations of various National and Provincial organizations whose programs we choose to offer including Little League Canada and Baseball Ontario. All Directors, Officers/Core Executive and Members shall bear in mind that the attainment of exceptional athletic skill or the winning of games is secondary, and the molding of future citizens is of primary importance. The Local League shall operate exclusively as a non- profit educational organization providing a supervised program of recreational and competitive baseball. No part of the earnings shall inure to the benefit of any private shareholder or individual; no substantial part of the activities of which is carrying on propaganda, or otherwise attempting to influence legislation, and which does not participate in or intervene in any political campaign on behalf of any candidate for public office.

### ARTICLE III - MEMBERSHIP

#### SECTION 1

**Eligibility.** Any person sincerely interested in active participation to affect the objective of this Local League may apply to become a member.

#### SECTION 2

**Classes.** There shall be the following classes of Members:

- a) **Player Members.** Any player candidate meeting the requirements of age eligibility per the regulations of the program governing body, and who reside within the authorized boundaries of the Local League shall be eligible to participate. Player Members shall have no rights, duties or obligations in the management or in the property of the Local League.
- b) **Regular Members.** Any person actively interested in furthering the objectives of the Local League may become a Regular Member. Only Regular Members in good standing are eligible to vote at membership meetings.

Regular Members of the League automatically include all current Officers/Core Executive, Board Members, Committee Members, Managers, Coaches, Volunteer Umpires, parent(s) or legal guardian(s) of Player Members and any other person who is recognized by the Board as a volunteer in the Local League.

**NOTE:** All Officers/Core Executive, Board Members, Committee Members, Managers, Coaches, Volunteers, Volunteer Umpires and other elected or appointed officials must be active Regular Members in good standing.

- c) Honorary Members (Optional). Any person may be elected as Honorary Member by the unanimous vote of all Directors present at any duly held meeting of the Board of Directors but shall have no rights, duties or obligations in the management or in the property of the Local League.
- d) Sustaining Members (Optional). Any person not a Regular Member who make financial or other contribution to the Local League may by a majority vote of the Board of Directors become a Sustaining Member, but such person shall have no rights, duties or obligations in the management or in the property of the Local League.

As used hereinafter, the word "Member" shall mean a Regular Member unless otherwise stated.

### SECTION 3

Other Affiliations. Members, whether Regular or Player, shall not be required to be affiliated with another organization or group to qualify as members of the Local League.

### SECTION 4

Suspension or Termination. Membership may be terminated by resignation or action of the Board of Directors as follows:

- a) The Board of Directors, by a two-thirds vote of those present at any duly constituted meeting, shall have the authority to discipline or suspend or terminate the membership of any Member of any class when the conduct of such person is considered detrimental to the best interest of the Local League. The Member involved shall be notified of such meeting, informed of the general nature of the charges and given the opportunity to appear at the meeting to answer such charges.
- b) The Board of Directors shall, in case of a Player Member, give notice to the manager of the team of which the player is a member. Said manager shall appear, in the capacity of an adviser, with the player before a duly appointed committee of the Board of Directors, which shall have full power to suspend or revoke such player's right to future participation. The player's parent(s) or legal guardian(s) may also be present.

NOTE: Membership is also automatically terminated if the Regular Member is not in good standing with the Local League. Upon membership termination the Regular Member can no longer hold any elected or appointed position(s) with the Local League until such time as all outstanding arrears are paid in full.

### SECTION 5

Conduct of Members. All members must abide by the Constitution, By-Laws, and Code of Conduct of the Local League. Failure to do so may result in disciplinary action in accordance with the procedures set forth in Article III, Section 4.

## ARTICLE IV - REGISTRATION FEES

### SECTION 1

Annually, the Board of Directors will approve a player registration fee structure intended to cover the anticipated costs of league operation. The allocation of fees may or may not represent a genuine estimate of the costs for any specific age group but should reflect an equitable distribution of anticipated expenses.

### SECTION 2

At no time should payment of any fee be a prerequisite for participation by a player in the Local League.

### SECTION 3

The parent(s) or legal guardian(s) of each player are responsible for ensuring that all registration or other such fees which are owed to the Local League are paid in full promptly. Failure to do so shall result in the membership of said parent(s) or legal guardian(s) being termed "not in good standing" and being suspended in accordance with the procedures set forth in Article III, Section 4.

### SECTION 4

As required, the Local League may elect to discount or rebate a portion of the player registration fee to a Regular Member in good standing.

## ARTICLE V - MEETINGS

### SECTION 1

**Annual Meeting.** The Annual General Meeting of the Members of the Local League shall be held in the week following Thanksgiving in October of each year for the purpose of electing Officers/Core Executive and a Board of Directors for the ensuing year, reviewing the constitution, receiving reports and for the transaction of such business as may properly come before the meeting.

Notice of the Annual General Meeting shall be posted to the Local League website, and distributed via e-mail to the last known good membership distribution list at least ten (10) days in advance of said Annual General Meeting and/or given in another form as may be authorized by the Board of Directors, from time to time, at a regularly convened meeting.

### SECTION 2

**Notice of Meeting.** Notice of each meeting of the Board of Directors and/or Officers/Core Executive shall be notified electronically by email, text, phone or otherwise delivered to each member at the last recorded address at least three (3) days in advance thereof setting forth the place, time and purpose of the meeting; or in lieu thereof, notice may be given in such a form as may be authorized by the Board, from time to time, at a regularly convened meeting.

### SECTION 3

**Special Meetings.** Special meetings of the members may be called by the Board of Directors or by the Secretary or President at their discretion. Upon the written request of ten (10) Members, the President shall call a special meeting to consider a specific subject. No business other than that specified in the notice of the meeting shall be transacted at any special meeting of the Members.

### SECTION 4

**Voting.** Only Regular Members in good standing shall be entitled to make and second motions and vote at any meeting of the Local League.

### SECTION 5

**Rules of Order.** Robert's Rules of Order shall govern the proceedings of all meetings, except where same conflicts with the Constitution or By-Laws of the Local League.

## ARTICLE VI - BOARD OF DIRECTORS

### SECTION 1

**Board and Number.** The management of the property and affairs of the Local League shall be vested in the Board of Directors. The number of Directors shall be not less than five (5) nor more than thirty (30). The Directors shall upon election immediately enter upon the performance of their duties and shall continue in office until their successors have been duly elected and qualified.

### SECTION 2

**Required Members.** The Board membership shall include as a minimum the following Officers: President, Vice-President(s), Secretary(s), Treasurer, Registrar and Convenors. The President, Vice-President(s), Secretary(s), Treasurer and Registrar shall also be referred to as the Local League Core Executive.

### SECTION 3

**Annual Election and Term of Office.** At each Annual General Meeting, the Members shall determine the number of directors to be elected for the ensuing year and shall elect such number of Directors. The number so fixed may, within the limits prescribed by the foregoing Section 1, be increased at any regular or special meeting of the Members, and if the number is increased, and additional Directors may be elected at the meeting at which the increase is voted, or at any subsequent meeting. All election of Directors shall be by majority vote of all voting Members present.

### SECTION 4

**Vacancies.** If any vacancy occurs in the Board of Directors, by death, resignation or otherwise, it may be filled by a majority vote of the remaining Directors at any regular meeting or any special meeting called for that purpose.

## **SECTION 5**

**Meetings, Notice and Quorum.** Regular meetings of the Board of Directors shall be held immediately following the annual election and on such days thereafter as shall be determined by the Board.

The President or the Secretary may, whenever they deem it advisable, issue a call for a special meeting of the Board or the Secretary shall, at the request in writing of five (5) Directors, issue a call for a special meeting of the Board.

Notice of each meeting shall be given by the Secretary to each Director by e-mail, text, telephone or personal notice, at least three (3) days before the time appointed for the meeting to the last recorded address of each Director.

In the case of special meetings, such notice shall include the purpose of the meeting and no matters not so stated may be acted upon at the meeting.

Four (4) members of the Board of Directors shall constitute a quorum for the transaction of business.

## **SECTION 6**

**Duties and Powers.** The Board of Directors shall have the power to appoint such standing committees as it shall determine appropriate and to delegate such powers to them as the Board shall deem advisable and which it may properly delegate.

The Board may adopt such rules and regulations for the conduct of its meetings and the management of the Local League as it may deem proper. The Board shall have the power by a two-thirds vote of those present at any regular or special meeting to discipline, suspend or remove any Member of any class of the Local League in accordance with the procedure set forth in Article III, Section 4.

The membership shall receive at the Annual Meeting of the Members of the Local League a report verified by the President and Treasurer, or by a majority of the Directors, showing the whole amount of real and personal property owned by the Local League, where located, and where and how invested, the amount and nature of the property acquired during the year immediately preceding, the date of the report and the manner of acquisition, the amount applied, appropriated or expended during the year immediately preceding the date, and the purposes, objects or persons to or for which such applications, appropriations or expenditures have been made; and the names and places of residences of the persons who have been admitted to the membership of the Local League during such year, which report shall be filed with the records of the Local League and an abstract thereof entered in the minutes of the proceedings of the Annual Meeting of business.

## **SECTION 7**

The reporting structure for the Board of Directors shall be in accordance with the Local League Organizational chart as shown in Figure 1.

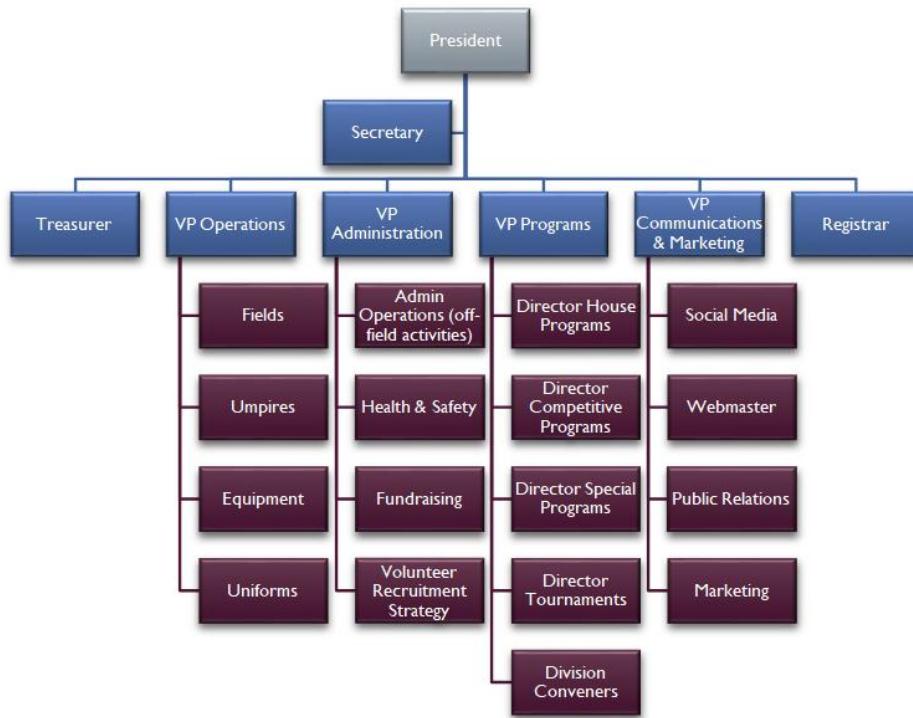


Figure 1: Organizational Chart

## ARTICLE VII - OTHER COMMITTEES/OFFICERS

### SECTION 1

Nominating Committee or Nominations Officer. The Board of Directors may appoint a Nominating Committee consisting of three (3) Directors and other appointed Regular Members.

The Committee shall investigate and consider eligible candidates and submit at the Annual General Meeting a slate of candidates for the Board of Directors.

The Committee shall also submit for consideration by the Board of Directors a slate of Officers/Core Executive and Committee Members.

This task may be assigned to an individual Officer.

### SECTION 2

Finance Committee or Fund-Raising Officer. The Board of Directors may appoint a Finance Committee consisting of not less than three (3) nor more than five (5) Directors.

The Treasurer shall be an ex-officio member of the Committee.

The Committee shall investigate ways and means of financing the Local League including team sponsorships and submit recommendations.

This task may be assigned to an individual Officer.

### SECTION 3

Building and Property Committee. (May be combined with the Grounds Committee) The Board of Directors may appoint a Building and Property Committee consisting of three (3) Directors and other appointed Regular Members.

The Committee shall investigate and recommend available, suitable sites and plans for development, including ways and means, the latter in cooperation with the Finance Committee.

It shall be responsible for the repair and improvement, recommendations, other than normal maintenance, and supervise the performance of approved projects.

#### **SECTION 4**

**Grounds Committee or Grounds Officer.** (May be combined with the Building and Property Committee) The Board of Directors may appoint a Grounds Committee which shall be responsible for the care and maintenance of the playing field(s), buildings and grounds including, if required, liaising with the City of Ottawa. It shall operate within the amount appropriated in the approved budget for that purpose.

This task may be assigned to an individual Officer.

#### **SECTION 5**

**Playing Equipment Committee or Equipment Officer/Manager.** The Board of Directors may appoint a Playing Equipment Committee which shall secure bids on needed supplies and equipment and make recommendations for their purchase to the Board.

The Committee shall be responsible for the proper issuance of such supplies and equipment and for the repair, cleaning, and storage thereof at the end of the season.

This task may be assigned to an individual Officer/Manager.

#### **SECTION 6**

**Umpire Committee or Umpire-In-Chief.** The Board of Directors may appoint an Umpire Committee consisting of three (3) Directors and other appointed Regular Members.

The Local League President shall be chairman of any such Committee.

The Committee shall recruit, interview and recommend to the President for appointment a staff of umpires, including an Umpire-in-Chief and replacement.

When appointed, the staff of the umpires shall be under the personal direction and responsibilities of the Local League President, assisted by the Umpire-in-Chief who shall train, observe, and schedule the staff.

#### **SECTION 7**

**Auditing Committee.** The Board of Directors shall appoint an Auditing Committee consisting of three (3) Directors. The President, Treasurer or signatories of cheques are not eligible.

The Committee will review the Local League's books and records annually prior to the Annual General Meeting and attach a statement of its findings to the annual financial statement of the President and Treasurer; or may, if directed by the Board of Directors or Membership, secure the services of a Chartered Accountant to accomplish such review.

#### **SECTION 8**

**Public Relations Committee or Public Relations Officer.** The Board of Directors shall appoint a Public Relations Committee consisting of three (3) Directors.

The VP Communications & Marketing shall be an ex-officio member of the Committee.

The Committee shall be responsible for promoting the activities of the Local League and undertaking efforts to have regular reports, articles and standings published in local media, social media, and on the Local League's Web Site.

The Committee will also be responsible for the design and layout of any advertisements required for regular business of the Local League.

This task may be assigned to an individual Officer.

#### **SECTION 9**

**Competitive Committee.** The Board of Directors shall appoint a Competitive Committee consisting of a minimum of three (3) Directors or Regular Members.

No Competitive Committee member can apply for a Competitive "A" Coaching position.

Competitive Committee members may apply for Competitive "B" Coaching positions but must refrain from participating in the evaluations/interviews for the level of Baseball they are seeking a Coaching position for.

The Committee shall:

- a) Advertise for Competitive Coaches in November of each year with the assistance of the League Secretary.
- b) Interview all screened potential "A" and "B" Level Coaches and Assistant Coaches.
- c) Recommend to the Vice-President Programs for appointment a staff of Competitive "A" Coaches and potential "B" Coaches and potential "A" and "B" Assistant Coaches taking into consideration:
  - Experience,
  - Baseball knowledge,
  - Commitment,
  - Interpersonal skills,
  - Coaching philosophy,
  - Security check, and
  - Coaching certification
- d) Ensure a measurable process is followed in the selection of Competitive Teams.

The Committee will also be responsible for:

- a) Monitoring the performance of all Competitive Coaches and Assistant Coaches.
- b) Performing such other duties as may be assigned by the Board of Directors.

## SECTION 10

Development Committee. The Board of Directors shall appoint a Development Committee consisting of a minimum of three (3) appointed Directors or Regular Members.

The Committee shall be responsible for:

- a) Reviewing and defining future Local League competitive philosophies which has as its basis the value that the Local League is best served when the competitive skills of all players, both House League and Competitive are enhanced and developed.
- b) Assisting with the winter and other programs by arranging Instructors and developing the program.
- c) Performing such other duties as may be assigned by the Board of Directors.

## SECTION 11

Safety Committee or Safety Officer. The Board of Directors shall appoint a Safety Committee consisting of a minimum of three (3) appointed Directors or Regular Members.

The Safety Committee shall be responsible for:

- a) Ensuring all baseball diamonds used by the Local League are considered safe for use in cooperation with the Grounds Committee.
- b) Ensuring all baseball equipment is considered safe for use in co-operation with the Playing Equipment Committee.
- c) Ensuring all baseball diamonds and/or equipment bags are equipped with First Aid Kits in co-operation with both the Grounds Committee and Playing Equipment Committee.

- d) Assisting and promoting the establishment of emergency procedures that include a pre-game check/plan in the event of an accident/incident.
- e) Coordinating any background checks on Local League volunteers as prescribed by the national or provincial governing body whose programs we choose to offer, including Little League Canada and Baseball Ontario. This task may be assigned to an individual Officer.

## SECTION 12

Webmaster. The Board of Directors shall appoint a Webmaster.

The Webmaster shall be responsible for:

- a) Maintaining the Local League's Web Site.
- b) Maintaining the Local League's E-Mail Account.

## SECTION 13

Discipline Committee. The Board of Directors may appoint a Discipline Committee consisting of a minimum of three (3) appointed Directors or Regular Members.

The President shall be an observing member of the Committee.

The Committee shall:

- a) Establish a Code of Conduct for the Members of the Local League to be approved by the Board of Directors.
- b) Review and investigate all complaints regarding the conduct of the Members of the Local League.
- c) Recommend to the Board of Directors the appropriate disciplinary action to be taken, if any.
- d) Maintain detailed documentation on all disciplinary hearings, rulings and recommendations.

# ARTICLE VIII - OFFICERS & CONVENORS, DUTIES AND POWERS

## SECTION 1

Election. Immediately following the Annual Meeting, the Directors present, provided there is a quorum, shall meet for the purpose of electing Officers and appointing committees for the ensuing year.

## SECTION 2

Officers. The Officers of the Local League shall consist of a President, one or more Vice-Presidents, a Past President, one or more Secretaries, a Treasurer and one or more Registrars, all of whom shall hold office for the period of 2 years or until their successors are duly elected.

The Board of Directors may appoint such other Officers or agents as may be deemed necessary or desirable and may prescribe the powers and the duties of each and may fill any vacancy which may occur in any office. Appointed Officers or agents shall have no vote on action taken by the Board of Directors unless such individuals have been elected to the Board by the membership or have been elected to fill a vacancy on the Board.

## SECTION 3

President. The President shall:

- a) Conduct the affairs of the Local League and execute the policies established by the Board of Directors.
- b) Present a report on the condition of the Local League at the Annual General Meeting.
- c) Communicate to the Board of Directors such matters as deemed appropriate and make such suggestions as may tend to promote the welfare of the Local League.
- d) Be responsible for the conduct of the Local League in conformity to the policies, principles, Rules and Regulations of the National and Provincial governing bodies for which programs we offer, including Little

League Canada and Baseball Ontario as agreed to under the terms and conditions of charter issued to the Local League by that organization.

- e) Designate in writing other Officers, if necessary, to have power to make and execute for/and in the name of the Local League such contracts and leases they may receive and which have had prior approval of the Board of Directors.
- f) Investigate complaints, irregularities, and conditions detrimental to the Local League and report thereon to the Board or Core Executive as circumstances warrant.
- g) Prepare and submit an annual budget to the Board of Directors and be responsible for the proper execution thereof.
- h) With the assistance of the Registrar, examine the application and support proof-of-age documents of every player candidate and certify as to residence and age eligibility before the player may be accepted for participation.

## SECTION 4

Vice Presidents:

Vice President of Operations shall:

- a) Generally, be responsible for the on-field activities of the Local League. These duties shall include, but are not limited to, the management and monitoring of:
  - Fields and Property
  - Umpires
  - Equipment
  - Uniforms
- b) Perform such other duties as assigned from time to time by the Board of Directors or President.

Vice President of Programs shall:

- a) Generally, be responsible for promoting an integrated approach to program, player and coach development at all levels. These duties shall include, but are not limited to the management and monitoring of:
  - Division Convenors
  - House Program
  - Competitive Program
  - Special Programs
  - Tournaments
- b) Perform such other duties as assigned from time to time by the Board of Directors or President.

Vice President of Communications & Marketing shall:

- a) Generally, be responsible for recognizing the importance of our League communications to achieve our strategic objectives. These duties shall include, but are not limited to the management and monitoring of:
  - Social Media
  - Website
  - Public Relations
  - Marketing

- b) Perform such other duties as assigned from time to time by the Board of Directors or President.

Vice President of Administration shall:

- a) Generally, be responsible for ensuring the administrative operations of the local league are conducted effectively and in accordance with the Local League's policies, rules and general practices.
- b) Be responsible for the management and monitoring of all off-field activities for the Local League. These duties shall include, but are not limited to the management and monitoring of:
  - Health and Safety
  - Volunteer Recruitment Strategy
  - Fund-raising
  - Renewal of membership in parent affiliations (i.e. Little League Charter, insurance(s))
- c) Be a Signing Officer for Financial accounts along with the President and Treasurer.
- d) Perform such other duties as assigned from time to time by the Board of Directors or President.

The Vice President(s) may not seek the position of a competitive (tournament) coach while holding the office of Vice President. The President, if out of necessity, can appoint a Vice-President as a tournament coach with their agreement.

In the case of the absence or disability of the President, and provided he/she is authorized by the President or Board so to act, one of the Vice-Presidents shall perform the duties of the President, and when so acting, shall have all the powers of that office, and shall have such other duties as from time to time may be assigned by the Board of Directors or the President. It is expected that one of the Vice Presidents elected at the Annual General Meeting will take on the role of President in the subsequent year or when the President steps aside.

## SECTION 5

Secretary. The Secretary shall:

- a) Be responsible for recording the activities of the Local League and maintain appropriate files, mailing lists and necessary records.
- b) Perform such duties as are herein specifically set forth, in addition to such other duties as are customarily incident to the office of Secretary or as may be assigned by the Board of Directors.
- c) Maintain a list of all Regular, Sustaining and Honorary Members, Directors and committee members and give notice of all meetings of the Local League, the Core Executive, the Board of Directors and Committees.
- d) Keep the minutes of the meetings of the Members, the Board of Directors and the Core Executive, and cause them to be recorded in a book kept for that purpose or other electronic means.
- e) Conduct all correspondence not otherwise specifically delegated in connection with said meeting and shall be responsible for carrying out all orders, votes and resolutions not otherwise committed.
- f) Notify Members, Directors, Officers/Core Executive and committee members of their election or appointment.
- g) Be responsible for ensuring the status of the Local League - Ontario Corporation Number 000758241, is kept up-to-date and in good standing with the Companies Branch, Ministry of Consumer and Commercial Relations. Annual fees or charges will be paid by the Local League as a regular annual operating expense of the Local League.
- h) Be responsible for ensuring Annual General Meeting (AGM) notices are published on the League website in accordance with the guidelines outlined herein.
- i) Maintain an Action List from all Local League Meetings.

j) Maintain a list of:

- Key holders for Local League facilities etc.
- Local League Capital Equipment with Serial Numbers (if applicable) as well as the name of the current holder of such equipment.

## SECTION 6

Treasurer. The Treasurer shall:

- a) Perform such duties as are herein set forth and such other duties as are customarily incident to the Office of Treasurer or may be assigned by the Board of Directors.
- b) Receive all monies and securities, and deposit same in a depository approved by the Board of Directors.
- c) Keep records for receipt and disbursement of all monies and securities of the Local League, including the Auxiliary, approve all payments from allotted funds and draw cheques therefore in agreement with policies established in advance of such action by the Board of Directors. All disbursements by cheque must have dual signatures.
- d) Prepare an annual budget, under the direction of the President, for submission to the Board of Directors.
- e) Prepare an annual financial report, under the direction of the President, for submission to the Membership and Board of Directors at the Annual General Meeting.
- f) Be subject to a credit check upon taking office.
- g) Maintain a list of all members who are in arrears.

## SECTION 7

Registrar. The Registrar shall:

- a) Record all player transactions and maintain an up-to-date record thereof.
- b) Receive and review application for player candidates and assist the President in checking residence and age eligibility.
- c) Prepare a players list of all registered players for each of the Convenors.
- d) Prepare for the President's signature and submission to the appropriate governing body for the program offered, team rosters, including players claimed, and the tournament team eligibility affidavit.
- e) Notify the appropriate governing body for the program offered of any subsequent player replacements or trades.

## SECTION 8

Past President. The Past President shall share his/her knowledge and guidance in the general operation of the Local League as requested by the President or the Board of Directors.

## SECTION 9

Convenors. Convenors shall:

- a) Be responsible for the organization and conduct of the program for specific age groups.
- b) Make recommendations to the Vice-President Programs for House League coaches.
- c) Provide an annual report on their accomplishments and any areas for improvement, at the end of the season for the specific age groups they convene, for submission to the Vice-President Programs.
- d) Be responsible for ensuring the Local League's Program is implemented as defined by the Local League.
- e) Be a Director of the Local League and a member of the Board of Directors.

## **ARTICLE IX - MANAGERS, COACHES AND UMPIRES**

### **SECTION 1**

All applications for coaching positions or coaching position recommendations from Convenors shall be screened by the Local League's Core Executive for membership in good standing, prior to either the Director of House League Programs or the Director of Competitive Programs approving the Coaches list.

House League Coaches. Coaches shall:

- a) Be responsible for the actions of their teams on the field.
- b) Continuously improve their baseball skills by attending baseball clinics offered by the Local League.

Competitive Team Managers and Coaches. Coaches shall:

- a) Be responsible for the actions of their teams on the field.
- b) Continuously improve their coaching skills by attending baseball clinics such as NCCP Technical and Theory based courses to become fully certified.
- c) Provide an annual report on their accomplishments and any areas for improvement, at the end of the Competitive/Summer season and prior to the Annual General Meeting for the groups they manage/coach, for submission to the Vice President of Programs.

### **SECTION 2**

Umpires. Umpires shall be appointed annually by the Umpire-in-Chief, with the approval of the Core Executive, who shall be responsible for their assignment and for their action on the field.

Umpires shall continuously improve their umpire skills by attending clinics offered by the Local League.

## **ARTICLE X - AFFILIATION**

### **SECTION 1**

Charter. The Local League shall annually apply for a charter from the appropriate governing bodies for which programs are offered including Little League Canada and Baseball Ontario and shall do all things necessary to obtain and maintain such charter.

### **SECTION 2**

Rules and Regulations. The Official Playing Rules and Regulations as published by the National or Provincial governing organization for which programs are offered, including Little League Canada and Baseball Ontario, shall be followed.

### **SECTION 3**

Local League Rules. The local rules of this Local League shall be adopted by the Board of Directors at a meeting to be held prior to the first scheduled game of the season, but shall be in keeping with the Rules and Regulations of the National or Provincial governing organization for which programs are offered including Little League Canada and Baseball Ontario.

## **ARTICLE XI – LEAGUE IDENTITY**

The Local League may adopt a logo for both the league and its competitive teams as agreed to by the Board of Directors.

The Local League colours shall be white, red and royal blue.

The Competitive Teams shall be known as "Kanata Cubs" for all levels.

## **ARTICLE XII - FINANCIAL AND ACCOUNTING**

### **SECTION 1**

**Authority.** The Board of Directors shall decide all matters pertaining to the finances of the Local League and it shall place all income including Auxiliary funds, in a common league treasury, directing the expenditure of same in such a manner as will give no individual or team an advantage over those in competition with such individual or team.

### **SECTION 2**

**Contributions.** The Board shall not permit the contribution of funds or property to an individual team but shall solicit same for the common treasury of the Local League, thereby to discourage favoritism among teams and to endeavor to equalize the benefits of the Local League.

### **SECTION 3**

**Solicitations.** The Board shall not permit the solicitation of funds in the name of Little League Baseball, Baseball Ontario or in the name of the Local League unless all the funds so raised be placed in the Local League treasury.

### **SECTION 4**

**Disbursement of Funds.** The Board shall not permit the disbursement of Local League funds for other than the conduct of Local League activities. All disbursements shall be made by cheque. All cheques shall be signed by the Local League Treasurer and such other Core Executive Member or Officer or Officers or person or persons as the Board of Directors shall determine.

### **SECTION 5**

**Compensation.** No Director, Officer or Member of the Local League shall receive, directly or indirectly any salary or compensation from the Local League for services rendered as Director, Officer or Member.

As required, the Local League may elect to pay for umpires on a per game basis to be reviewed annually.

### **SECTION 6**

**Deposits.** All monies received, including Auxiliary Funds, shall be deposited to the credit of the Local League.

### **SECTION 7**

**Fiscal Year.** The fiscal year of the Local League shall begin on the 16<sup>th</sup> day of October and shall end on the 15<sup>th</sup> day of October the following year.

### **SECTION 8**

**Distribution of Property upon Dissolution.** Upon dissolution of the Local League and after all outstanding debts and claims have been satisfied, the Members shall direct the remaining property of the Local League to another entity which maintains the same objectives as set forth herein.

## **ARTICLE XIII - AMENDMENTS**

The Constitution, Resolutions and By-Laws may be amended, repealed or altered in whole or in part by a majority vote at any duly organized meeting of the members provided notice of the proposed change is included in the notice of such meeting.

The Code of Conduct may be amended, repealed or altered in whole or in part by a majority vote at any duly organized meeting of the members or any meeting of the Board of Directors provided notice of the proposed change is included in the notice of such meeting.

ENACTED by the Members at the Annual General Meeting (AGM) on the

21<sup>st</sup> day of October 2025

WITNESS the corporate seal of the Corporation.

Corporate Seal

***Sandi Robertson***

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President

***Nathalie Guthrie***

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Secretary

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## KANATA BASEBALL ASSOCIATION MEMBERS RESOLUTION

NUMBER 1

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Resolution of the Members of the  
Kanata Baseball Association (KBA)

### **ADOPTION OF CORPORATE SEAL**

BE IT RESOLVED THAT the seal, an impression of which appears in the margin hereof, is hereby adopted as the corporate seal of the Association.

The foregoing resolution was hereby passed by and consented to by the Members of the Association this 21st day of October, 1999.

Kim A. Osmars  
Acting Co-President

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## KANATA BASEBALL ASSOCIATION MEMBERS RESOLUTION

NUMBER 2

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**RECIDDED – REPLACED BY MEMBERS RESOUTION NUMBER 11 ON OCTOBER 19, 2016.**

Resolution of the Members of the  
Kanata Baseball Association (KBA)

### **ADOPTION OF LOGO**

BE IT RESOLVED THAT the logo, which appears below, is hereby adopted as the League logo of the Association.



The foregoing resolution was hereby passed by and consented to by the Members of the Association this 21st day of October, 1999.

Brent Merkley  
Acting Co-President

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## KANATA BASEBALL ASSOCIATION MEMBERS RESOLUTION

### NUMBER 3

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Resolution of the Members of the  
Kanata Baseball Association (KBA)

#### **SPECIAL HONOURARIUMS**

BE IT RESOLVED THAT the Association shall in-lieu of an honourarium grant both the President and Treasurer of the Association free registration for their children in the year of their term as Officers of the Association due to the amount of volunteer time spent doing the duties of these positions.

The foregoing resolution was hereby passed by and consented to by the Members of the Association this 21st day of October, 1999.

Kim A. Osmars  
Acting Co-President

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## KANATA BASEBALL ASSOCIATION MEMBERS RESOLUTION

NUMBER 4

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Resolution of the Members of the  
Kanata Baseball Association (KBA)

### **BECOMING A SUBSIDIARY ASSOCIATION**

BE IT RESOLVED THAT the Kanata Little League Baseball Association (KLLBA) shall become a subsidiary association of the Kanata Baseball Association (KBA) to allow for future growth of baseball in the Regional Municipality of Ottawa-Carleton. The KLLBA shall be represented on the KBA Board of Directors as the Vice-President of House League programs as depicted in the KBA Organizational Chart attached.

All assets of the KLLBA shall be used to promote Little League Baseball and assets may be lent to the KBA if deemed appropriate by the KBA Board of Directors.

The foregoing resolution was hereby passed by and consented to by the Members of the Association this 21st day of October, 1999.

Kim A. Osmars  
Acting Co-President

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## KANATA BASEBALL ASSOCIATION MEMBERS RESOLUTION

### NUMBER 5

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Resolution of the Members of the  
Kanata Baseball Association (KBA)

#### **ADMINISTRATION FEES FOR WITHDRAWAL FROM KBA PROGRAMS**

BE IT RESOLVED THAT effective immediately an Administration Fee of \$20.00 shall be assessed whenever there is a withdrawal from a KBA Program.

The foregoing resolution was hereby passed by and consented to by the Members of the Association this 19th day of October, 2000.

Klaus Hoppner  
Vice President

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## KANATA BASEBALL ASSOCIATION MEMBERS RESOLUTION

### NUMBER 6

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Resolution of the Members of the  
Kanata Baseball Association (KBA)

#### **NEW SUSTAINING MEMBERS**

BE IT RESOLVED THAT effective immediately the following people shall have the membership class of "Sustaining Member" due to their contributions to KBA.

- Helen Robillard
- Janice Langeland
- Shams Kaddoura
- Sharon Hansen

The foregoing resolution was hereby passed by and consented to by the Members of the Association this 19th day of October, 2000.

Klaus Hoppner  
Vice President

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## KANATA BASEBALL ASSOCIATION MEMBERS RESOLUTION

### NUMBER 7

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Resolution of the Members of the  
Kanata Baseball Association (KBA)

#### **SPONSORSHIP TO LEAGUE**

BE IT RESOLVED THAT effective immediately Sponsor monies received by teams will be split 75% for the team and 25% for KBA for the first \$2000. For all sponsorship over \$2000 the split will be 50% for the team and 50% for the league. This way there is no limit on sponsorship that any team can recruit and the sponsorship monies to the league will help to offset the cost of running the programs. All sponsorships should be co-ordinated through the KBA Sponsorship Director and sponsorship cheques shall be made out to KBA.

Sponsors will be appreciated with a banner, if applicable, which should be displayed at each game and a plaque for sponsorship of \$500 and up. There will be an appreciation plaque for sponsorships of \$200 to \$499. All sponsors including those with sponsorship less than \$200 will receive a letter of appreciation from KBA.

The foregoing resolution was hereby passed by and consented to by the Members of the Association this 19th day of October, 2000.

Klaus Hoppner, Vice President

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## KANATA BASEBALL ASSOCIATION MEMBERS RESOLUTION

### NUMBER 8

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Resolution of the Members of the  
Kanata Baseball Association (KBA)

#### **SPONSORSHIP MONEY**

Whereas, Teams traveling outside the Local League's district while representing KBA incur costs over and above those which are considered normal; and

Whereas, KBA retains a portion of all sponsorship monies raised by its teams; be it therefore

Resolved, That the Local League may, if asked, return some or all of it's portion of the sponsorship money, less any amount used for sponsor recognition, to the team which solicited the sponsorship.

The foregoing resolution was hereby passed by and consented to by the Members of the Association this 18<sup>th</sup> day of October, 2001.

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President

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Secretary

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## KANATA BASEBALL ASSOCIATION MEMBERS RESOLUTION

### NUMBER 9

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Resolution of the Members of the  
Kanata Baseball Association (KBA)

#### **SPECIAL HONORARIUMS**

Whereas, CORE Board members spend a significant amount of volunteer time doing the duties of these positions Be it Resolved, That Members Resolution number 3 be withdrawn and replaced with:

Be it Resolved: That the association shall in-lieu of an honorarium grant all members of the CORE board of directors one free spring registration for their child in the year of their term as officers of the association.

The foregoing resolution was hereby passed by and consented to by the Members of the Association this 11<sup>th</sup> day of October, 2012.

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President

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Secretary

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## KANATA BASEBALL ASSOCIATION MEMBERS RESOLUTION

NUMBER 10

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**RECIDDED – REPLACED BY MEMBERS RESOUTION NUMBER 12 ON  
OCTOBER 19, 2019.**

Resolution of the Members of the  
Kanata Baseball Association (KBA)

### **VP PLAYER DEVELOPMENT**

Whereas, Player skills development and player retention are core objectives of the league,

Resolved, That the new additional position of VP Player Development be created as a CORE executive position. The duties of VP Player Development will be to initiate and promote the skills development of players within KBA, and to develop programs above and beyond the Spring and Summer seasons to do this.

The foregoing resolution was hereby passed by and consented to by the Members of the Association this 11<sup>th</sup> day of October, 2011.

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President

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Secretary

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## KANATA BASEBALL ASSOCIATION MEMBERS RESOLUTION

NUMBER 11

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Resolution of the Members of the  
Kanata Baseball Association (KBA)

### **LOGOS AND ORGANIZATIONAL OPERATIONAL NAME**

Whereas, the Kanata Baseball Association is the overall organization name, intended to reflect a single entity responsible for organizing youth baseball in our geographic boundaries including Kanata, Stittsville, Richmond, Munster and surrounding areas

Whereas, the organization has been operating Little League based programs in this territory for over 35 years, and intends to continue to offer (non exclusively) Little League based programs.

The organization shall act as one organization with an operational name of the Kanata Baseball Association. In addition, members resolution number 4 will be revoked, and the primary organizational name of the organization will be the Kanata Baseball Association.

**The following paragraph is RECIDED – REPLACED BY MEMBERS RESOUTION  
NUMBER 13 ON OCTOBER 20, 2020.**

[Resolved, That the below two additional logos be used to represent specific offerings from KBA in addition to the logo adopted in members resolution Number 2.]



The foregoing resolution was hereby passed by and consented to by the Members of the Association this 19<sup>th</sup> day of October, 2016.

Paul O’Kane Presi

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President

Mark McConnell

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VP Administration

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## KANATA BASEBALL ASSOCIATION MEMBERS RESOLUTION

NUMBER 12

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Resolution of the Members of the  
Kanata Baseball Association (KBA)

### **RESOLUTION OF CORE EXECUTIVE POSITIONS: VP PROGRAMS AND VP COMMUNICATIONS & MARKETING**

Whereas, all of the Leagues baseball program planning and operations fall under the responsibility of the VP Operations position, it was decided to split some of these duties to a new Vice President position named “VP Programs”, reporting directly to the President. VP Programs is responsible for the Division Conveners, Director of House Programs, Director of Competitive Programs, Director of Special Programs (Winterkills, Fall ball etc.), and the Director of Tournaments. The incumbents of these Director roles report to the board through the VP Programs. Coach training and player development are also the responsibility of VP Programs. VP Operations has been amended, with Fields, Umpires, Uniforms & Equipment being the key responsibilities.

Be it Resolved That Members Resolution Number 10 (VP Player Development) be withdrawn and replaced by the duties listed under VP Programs.

Whereas, communication in general, to our members and on social media continues to be a weak point, a new Vice President position named “VP Communications & Marketing” was developed, reporting directly to the President. This new VP position is responsible for KBA Social Media accounts and content, our Website, Public Relations and Marketing.

Paul O’Kane

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President

Susan Hart

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VP Administration

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## KANATA BASEBALL ASSOCIATION MEMBERS RESOLUTION

NUMBER 13

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Resolution of the Members of the  
Kanata Baseball Association (KBA)

### **ADOPTION OF LEAGUE LOGO**

BE IT RESOLVED THAT the logo, which appears below-left, is hereby adopted as the principal logo of the Association. The “Cubs” logo continues to operate as the team logo of KBA’s competitive teams.



The foregoing resolution was hereby passed by and consented to by the Members of the Association this 20<sup>th</sup> day of October, 2020.

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Sandi Robertson

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President

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Daniel Goldie

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VP Administration