

LCDMBA HANDBOOK

For Players' PARENTS / ADULTS

Volunteer Time Expectations	1
Player Equipment Requirements	1
Practices	1
Missing a practice or game?	2
Games - HOME	2
Games - HOME - FIELD PREPARATION	2 - 4
GAMES - HOME - AFTER GAME	5
AFTER ALL HOME Games AND ALL Practices in ALL Divisions!	5
Games - AWAY	6
PITCH COUNT	7
SCOREKEEPER	7
Division Names	8
LCDMBA Affiliations & Partner Organizations	8
PLEASE SUPPORT OUR ADVERTISING SPONSORS	9

Each one ... teach one!

Once you have been taught and fulfilled a Team Parent / Adult Volunteer duty - share what you've learned with another volunteer! Everyone needs to do their part - for the kids!

VOLUNTEER TIME BY EACH PARTICIPATING FAMILY IS A REQUIREMENT

At least one parent or other adult volunteer from each family on the team will be placed on a rotating schedule for game duties. Training will be provided as needed. Questions about duties should be addressed to the **Team Manager** before the first game.

CONCESSION - HOME games 5U - 13U	PITCH COUNT - ALL games 9U* - 11U - 13U - 15U - 18U	SCOREKEEPER - ALL games 9U - 11U - 13U - 15U - 18U	FIELD PREP - HOME games 9U - 11U - 13U - 15U - 18U
--	---	--	--

➤ **Concession:**

- See **CONCESSION HANDBOOK** on our website, as well as inside Concession.

➤ **FIELD PREP / Pitch Count / Scorekeeper**

- See below.

➤ **Parent / Adult Volunteers are required** to arrive no less than 45 minutes prior to game time.

Player Equipment Requirements: See DIVISIONS tab on our website.

PRACTICES

● **5U & 7U [Rally Cap]**

- At least one parent / adult per player is **REQUIRED to participate** as instructed by coaches.

● **9U & 11U**

- At least one parent / adult per family is **REQUIRED to stay** to observe their player during practice. [Unless a parent / adult is a coach in attendance.]
- *This is to help ensure that players are engaged and enjoying their baseball experience.*
- *If a parent / adult is not able to observe their player - please notify the Team Manager.*

● **13U**

- At least one parent / adult per family is **RECOMMENDED to stay** and observe their player during practice. [Unless a parent / adult is a coach in attendance.]
- *This is to help ensure that players are engaged and enjoying their baseball experience.*

ALWAYS notify the Team Manager or Head Coach **ASAP**
if your player is unable to attend **PRACTICE** or a **GAME!**

HOME GAMES - arrival time at the field

HOME TEAM should have at least one coach at the field **1 hour prior to game start**.

- **Parent / Adult Volunteers** who will be doing FIELD PREP and CONCESSION should arrive **1 hour prior to game start time - absolutely no less than 45 minutes prior**.
- **PLAYERS** who do not have a parent / adult doing field prep or concession should arrive no less than 45 minutes prior to the game.
 - Coaches need to see who shows up so they can set the batting order and get field positions planned out WELL IN ADVANCE of game start time.
 - *They can't do that if players aren't in the dugout, **ready to play**.*
- **Managers** are encouraged to arrive in plenty of time to ensure that all Parent / Adult Volunteer positions are attended to and volunteers understand their responsibilities.
- **Parent / Adult Volunteers are responsible to find a replacement ASAP if they cannot attend**, and to notify the Team Manager of the change.

FIELD PREPARATION for HOME GAMES

- **COACH** will unlock the tractor shed where rakes, lime, string line and lime cart are kept.
- **COACHES are not responsible to do the field prep work**.
 - They will be busy greeting players and setting batting line-up and field positions.
 - If time permits, they may advise.
- **UMPIRES are not responsible to teach volunteers what to do, or to do the work**.
 - If time permits, they may advise.

FIELD PREPARATION for HOME GAMES

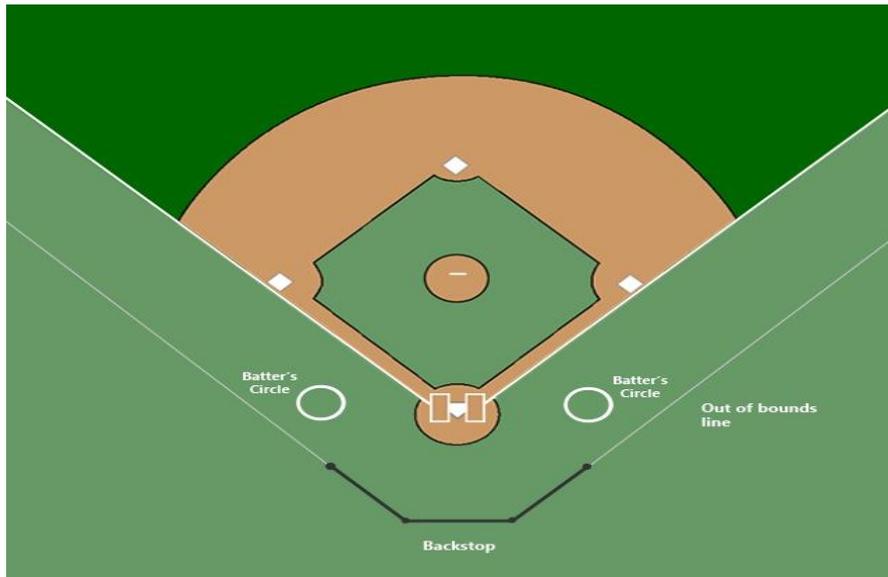
PARENT / ADULT Volunteer Responsibilities ... continued on next page

FIELD PREPARATION for HOME GAMES - PARENT / ADULT Volunteer Responsibilities

- **Arrive no less than 1 hour prior to game start time.**
- **Make sure the plugs** for bases are still in place - no dirt in the hole!
- **Rake the home plate / backstop area and baselines first, then the infield.**
- **ALWAYS RAKE AWAY FROM THE GRASS LINE.**
 - Raking towards the grass causes a build-up of sand along the grass over time.
- **BATTER'S BOX [do this before baselines]**
 - Use the metal batter's box template frame to see where the batter's boxes are to be drawn. [Kept in tractor shed also.]
 - **Step mightily** on all parts of the frame to create an imprint in the dirt.
 - Remove the frame.
 - Trace the imprint with the lime dispenser.
 - Repeat for the other side of home plate.
- **FIRST BASE LINE**
 - peg the string line from outside-right corner of home plate to the outfield fence, lining up with the outside edge of where the white part of first base will be placed.
 - String can be held at the fence by an adult while another adult draws the line.
 - Trace the string line with the lime dispensing roller from the outside corner of the batter's box - all the way to the outfield fence.
 - **DO NOT DRAW LINE THROUGH THE BATTER'S BOX!**
 - Drop the base in the hole.
 - Orange safety base should be on OUTSIDE of baseline.
- **THIRD BASE LINE**
 - Peg the string line from outside-left corner of home plate to outfield fence, lining up with outside edge of where third base will be placed.
 - String can be held at the fence by an adult while another adult draws the line.
 - Trace the string line with the lime dispensing roller from the outside corner of the batter's box - all the way to the outfield fence.
 - **DO NOT DRAW LINE THROUGH THE BATTER'S BOX!**
 - Drop the base in the hole.

See images below:

- Close-up of batter's box details.
- First base with orange safety base and baseline / foul line.
- Overview of the baselines.



No lines required between first-second / second-third.

When FIELD PREP is completed, return all supplies to the tractor shed.

Gate should be closed, but no need to lock during the game.

AFTER HOME GAMES - TEAM work makes the DREAM work!

- **PLAYERS** bring in the bases.
- **COACHES** make sure base plugs are in place before any raking happens. *No dirt in the hole!*
- **PARENTS / Adults of players up to and including 11U are EXPECTED** to stay after the game to make sure that the infield gets raked in a group effort, so everyone can leave ASAP.
 - **Players and any adults not raking** should use this time to make sure dugouts, bleachers, stairs, washroom, laneway and grass slope are **clean** and **tidy**.
 - Coaches will be busy packing up gear and locking buildings / gates.
 - *[Not including parents / adults assigned to CONCESSION.]*
- **PLAYERS in 13U and above are EXPECTED** to stay and RAKE the infield in a group effort, as well as ensure dugouts, bleachers, stairs, washroom, laneway and grass slope are **clean** and **tidy**.
 - **Parents**, thank you for your support in encouraging this as part of team-building and instilling ownership and responsibility in your players.
 - Coaches will be busy packing up gear and locking buildings / gates.
- **COACH** locks the tractor shed after **EVERYONE** has helped rake the infield.

AFTER ALL HOME Games AND ALL Practices in ALL Divisions!

- **ALL PLAYERS and PARENTS/ADULTS are expected to work together to ensure that the field, dugout, bleachers, stairs, washroom, laneway, grass slope and parking areas used are **CLEAN** and **TIDY** - ready for other teams to enjoy the space.**
- **This is EVERY PLAYER & family's responsibility, not the coaches or manager's.**
- **LAKERS DON'T LITTER!**

AWAY GAMES

- **Arrival time at the field**
 - Coaches, players, managers should aim to arrive at the field between 45-60 minutes prior to the start of the game.
- **ALL PLAYERS and PARENTS / ADULTS are expected to *work together* to ensure that any spaces used by LCDMBA teams while visiting another Association's fields are CLEAN and TIDY.**
 - ***LAKERS DON'T LITTER!***



PITCH COUNT

9U - after May Long Weekend / 11U - 13U - 15U - 18U

- This task requires careful attention to the game play, with no distractions.
- Each team is required to record the number of pitches thrown by **each** pitcher on **both** teams.
 - At the end of the game, PITCH COUNTERS from both teams compare counts.
 - If there is a discrepancy, the HOME TEAM COUNT shall be used, unless the HOME volunteer knows their count is inaccurate.
- All supplies will be provided to the LCDMBA Parent / Adult Volunteer by the Team Manager.
- **TWO OPTIONS for recording PITCH COUNT:**
 - **Single sheet of paper** and pencil to shade in each pitch thrown pitcher in real time.
 - **CLICKER** - use to count each pitch per pitcher then record on the PITCH COUNT form provided.
- This task may seem daunting to someone who has never done it before, but after a few innings it becomes much less intimidating.
- ***Each one, teach one. Everyone needs to do their part - for the kids!***

SCOREKEEPING

9U - 11U - 13U - 15U - 18U

- Each team is required to keep a scoresheet for BOTH teams for the duration of the game.
- All supplies will be provided to the LCDMBA Parent / Adult Volunteer by the Team Manager.
- At the end of the game, SCOREKEEPERS from both teams compare records.
 - If there is a discrepancy, the HOME TEAM RECORD shall be used, unless the HOME volunteer knows their record is inaccurate.
- LCDMBA recognizes that this task is not suitable for every Parent / Adult Volunteer.
- We encourage everyone to make the effort to observe an experienced scorekeeper during a game to see how it's done.
- This task requires careful attention to the game play, with no distractions.
- This task may seem daunting to someone who has never done it before, but after a few games, it can become less intimidating.
- ***Each one, teach one. Everyone needs to do their part - for the kids!***
- **Several overview videos are available online - we just need BASIC scorekeeping, nothing fancy.**

DIVISION NAMES

- There are many names used for **PLAYER DIVISIONS** in the baseball community.
- As of April 2022, LCDMBA has adopted the division names as outlined by [BC Minor Baseball Association](#), as follows:
 - 9U - formerly Tadpole
 - 11U - formerly Mosquito
 - 13U - formerly Peewee
 - 15U - formerly Bantam
 - 18U - formerly Midget
- The “old school” names are still in use by some of our partner associations.

AFFILIATIONS & PARTNER ORGANIZATIONS

LCDMBA is governed by:

- [BC Minor Baseball Association](#) [Visit for annually updated Rulebook]
- [BC Baseball Umpires Association](#)
- [Baseball BC](#)
- [viaSport](#)
- [Baseball Canada](#)

LCDMBA works closely with:

- [Cowichan Lake Recreation](#)
- [The Town on Lake Cowichan](#)
- [Duncan Junior Baseball Association](#)

Our GENEROUS Advertising Partners!

For 2023, LCDMBA is excited to provide brand new jerseys for all divisions from 9U to 15U.

We could not have done this without the generous support of our advertising partners.

We encourage you to support these businesses whenever you are able, and tell them

'Thank you!' for their support of LCDMBA!

A&W Lake Cowichan
Bell's Custom Flooring
BRI Security
C-Clear Auto Detailing
Carlow Contracting
Chad Kervin Fair Realty
Country Grocer
Countrywide Realty
Cowichan Lake Community Forest Co-op
Cowichan Lake Recreation
Design X Promotions
Dr. Ken Welch - Dentist
Dr. Michael Cummings - Chiropractor
Drydock Marine
Great Catch Electric
Guardian First Aid Training
Hometown Heating & Cooling
Island Savings Lake Cowichan
Jakes at the Lake
Leon Signs
Neiser Sales & Service
OK Tire Lake Cowichan
REMAX Generation
Shoreline Orthodontics
South Shore Cabinetry
The Tube Shack