



Leduc Baseball Association - Bylaws

REV. 1 JAN.25.17



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Section 1.0 - The Association

1.1 - Introduction

1.1.1 - The organization shall be known as the Leduc Baseball Association (LBA), hereinafter referred to as “The Association” or LBA for the purposes of this document.

1.1.2 - This association is the governing body for all minor baseball in the city of Leduc, Alberta. The organization shall be in good standing with Baseball Alberta and Baseball Canada.

1.1.3 - Definitions:

- ‘Annual General Meeting’ – means an annual general meeting of members in good standing and constituted in accordance with these bylaws.
- ‘Bylaws’ – means by-laws of LBA together with any amendments to or replacements of these by-laws.
- ‘Board’ – means LBA Board of Directors.
- ‘Boundary’ – the area as recognized by Baseball Alberta that separates one Association from another and defines that area in which each member may register as a resident player in the Association. Area is determined by “players” physical home address.
- ‘Members’ – any eligible person who wishes to support the objectives of LBA may become a member upon meeting the requirements outlined in these bylaws.
- ‘Member in good standing’ – any member who has fulfilled all membership requirements as follows:
 - Has paid, in full all applicable registration fees as set by LBA Board of Directors.
 - Has volunteered and fulfilled their job description as set by LBA.
 - Has not been subject to any disciplinary action from LBA Board of Directors.
- ‘Officers’ – the persons who are elected or appointed as Officers of the LBA Executive in accordance with these by-laws.
- ‘Affiliation’ – The Association shall be guided by the Alberta Baseball Association (Baseball Alberta) an allied member of the Canadian Federation of Amateur Baseball (Baseball Canada).



Section 2.0 - Membership

2.1 - Membership Criteria

2.1.1 - The Current members of the LBA shall consist of:

- Any parent or legal guardian, eighteen (18) years of age or older, having a player registered with LBA.
- Board members.
- Coaching staff and/or Managers of each baseball team that is registered with LBA.
- Any other community member interested in furthering the objectives of the LBA as approved by the Board.

2.1.2 - LBA shall have the following categories of members:

- Player members - Any person who meets the age requirement for the division offered by LBA will become a player member of The Association upon registration and payment of applicable registration fees.
- Coaching members - Any person who meets the requirements of Baseball Alberta and is a member of the coaching staff at any division level shall be a member of The Association
- Family members - Parent(s) or legal guardian(s) of a player member shall be a member of The Association providing they are 18 years of age or older.
- Members at large - Any person who wishes to support the aims and objectives of LBA may become a member at large upon approval of membership from the Board of Directors. These members may attend Board meeting upon written request of invitation, but under no circumstances will these members be allowed to cast a vote at a Board meeting.

2.1.3 - Members shall agree to abide by the bylaws and regulations of both Baseball Alberta and The Association. Membership shall be valid from May 1st until April 30th of the following year. This agreement will be indicated by the completion of the member's online registration.

2.1.4 - Membership is subject to approval of the Board. Such approvals will be evidenced by the Communications Director upon acceptance of the appropriate electronic registration / application form and payment of registration fees for player(s).

2.1.5 - Players and family members residing outside of the Association boundaries as defined by Baseball Alberta and these bylaws may be admitted as a non-voting member of The Association and play within the LBA program upon meeting the requirements of Baseball Alberta transfer policy. Membership shall be valid from May 1st until April 30th of the following year.

2.1.6 - Any member who does not conduct him or herself in accordance with LBA bylaws or policies, Baseball Alberta Rules, or Baseball Canada rules can, upon a majority vote of the Board, be expelled as a member of LBA for the remainder of the present baseball year or such longer period of time as the board deems appropriate.



2.1.7 - The Association reserves the right to terminate or restrict the level of involvement of any individual within The Association by majority vote of the Board for any of the following:

- Any act which is deemed by the Board of Directors to be detrimental to the game of Baseball.
- Behavior that is contrary to the interests or objectives of The Association, or can endanger the reputation of LBA.
- Non-payment of fees.
- Upon termination of any membership in LBA, all rights, claims and interests of such Member in LBA, including but not restricted to any refund of registration fees, shall be forfeited by such Member.

2.1.8 - LBA claims the right as the Rental Contract Carrier to bar any expelled, or suspended member from any or all facilities where The Association functions including where meetings, games and practices are taking place for a specified period of time as defined by the Board.

2.1.9 - LBA reserves the right to include some or all family members of the expelled member in the expulsion; which can include, but not be limited to: parents, legal guardians, children, siblings, grandparents, or any other person(s), either members or non-members, associated with the expelled member at the complete discretion of the Board.

2.1.10 - Members that have been expelled or are not in good standing, are not eligible to vote at Special Meetings or the Annual General Meeting of The Association.

2.1.11 - Any member may at any time resign his or her membership by notice in writing to the Board.

2.2 - Rights of the Members:

2.2.1 - Members shall be entitled to such information and advice with regards to the affairs of the LBA, if requested may be able to supply.

2.2.2 - Members in good standing shall have one (1) vote at the Annual General Meeting or Special Meeting.

2.2.3 - Members not in good standing forfeit all rights as members as defined in these bylaws and are not entitled to attend the Annual General Meeting or Special meetings.



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2.2.4 - All members of The Association who are 18 years of age or older and are members in good standing are entitled; and as such have the right to attend, vote and be heard at any General Meeting or special meeting of The Association. Each member in good standing, including Board members, are entitled to one vote on each issue polled, subject to the following restrictions:

- Voting will be by show of hands except where any member demands a secret ballot vote.
- Members who have not been a member in good standing for at least 14 days prior to the meeting shall not be entitled to a vote.
- In no event will voting by proxy be permitted.
- The Chair shall only vote when necessary to break a tie vote.
- Members holding multiple positions within the Association shall only be entitled to cast one vote on any issue polled. Family members shall only have one vote no matter how many Player members they are the legal Guardians of.



Section 3.0 - Annual General Meeting

3.1 - Protocol

- 3.1.1 - The Annual General Meeting (AGM) shall be held once a year for the purpose of electing Executive Officers, electing the Board of Director, review and approval of year-end financial statements and any resolutions so advertised. The AGM shall be held at the discretion of the Board but not more than ninety (90) days from the end of the fiscal year, which is December 31st.
- 3.1.2 - Due notice shall be given to all member being public posting and/or public advertising (email or website) at least fourteen (14) days prior to the date of the meeting.
- 3.1.3 - The President shall preside over any meeting of the Members and, at their discretion, may appoint a chairperson to chair any meeting of the Members.
- 3.1.4 - A quorum for the purpose of the Annual General Meeting and any special meeting of the Association shall be a majority of elected board members or ten (10) voting Association members in good standing. If a quorum is not present within 30 minutes after the time the meeting was to commence:
- The meeting shall be postponed for a period of not more than 21 days, and the meeting shall be held at a time and place designated by the President of LBA.
 - At such postponed meeting, those Members present shall constitute a quorum provided that at least 3 days' notice has been provided prior to such postponed meeting and notice had been given in the manner described in Article III Section (ii) and (iii) for the AGM and Article III Section (x) for a Special meeting.
- 3.1.5 - A Special General Meeting may be called at any time by the Secretary under instructions from the President or by written petition signed by at least two-thirds of the Board. Such petitions must be sent to the President and shall state the reason for requesting the Special Meeting. A majority of elected board members or ten (10) voting members in good standing shall constitute a quorum at any Special Meeting.
- 3.1.6 - The Board of the LBA shall meet a minimum of three (3) times annually.
- 3.1.7 - A majority of attending voting board members shall constitute a quorum at all board meetings.
- 3.1.8 - Voting by proxy will not be accepted.



3.1.9 - From time to time there may be a need to seek the Board's approval for items that cannot wait until the next meeting. At the discretion of the President, an email vote may be taken to avoid calling an Emergency Meeting as long as there are not more than five (5) board members that do not want to vote via email. If the email method of voting is approved, one email will be sent by the Secretary with the motion to all voting positions stating the motion and who it is made by. The person that seconds the motion must "reply all". The Secretary then must "reply all" and ask the board members to vote. Each board member must "reply all" with their vote. Secret ballots cannot be done via email. This vote must be documented in the minutes of the next board meeting.

3.1.10 - A Special Meeting may be called at any time during the year. The Board and membership of the association will be given seven (7) calendar days' notification by personal contact to the Board and notification on the web site or by email to members. This notification will include time and place of the meeting and a contact number for any questions concerning the announced meeting.

3.2 - Order of Business

3.2.1 - At the Annual General Meeting or a Special General Meeting of the Association, the following shall be the order of business:

- Roll call of the Board.
- Adoption of the minutes.
- Old business,
- Report of the President.
- Report of the Secretary.
- Report of the Treasurer.
- Committee Reports (Coaching Director, Procurement Director, Communications Director, Marketing and Sponsorship Director, Facilities Director) Specifics to their duties.
- Election of board members
- Resolution and amendments to the bylaws.
- New business
- Adjournment.



Section 4.0 - Executive Board

4.3 - Board Makeup

- 4.3.1 - The affairs and business of the LBA shall be managed and supervised by the Executive Board (the Board)
- 4.3.2 - All board members are to be elected at the Annual General Meeting for a one year term. In the event that a position is not filled or becomes vacant, the LBA Board may appoint a person to the vacant position at any board meeting.
- 4.3.3 - All members of the board are expected to conduct their duties such as to promote good business practices.
- 4.3.4 - Two or more board positions can be held by one member through a motion of the Board.
- 4.3.5 - Any member of the Board will be, without recourse, expelled from LBA by a quorum of board members, for any proven action on his or her part that is contrary to the LBA bylaws or discipline procedures for any conduct that is detrimental to any operation of the association or fellow members.
- 4.3.6 - Any member in good standing may request, in writing, to any member of the Board, the removal of an elected member. Upon receipt of such request, the President will call a board meeting with sufficient members to form a quorum to vote on the request.
- 4.3.7 - All decisions, ruling and interpretations of the board are final and binding upon the members, teams, players, board members, and officials.

4.4 - Power of the Board Members

- 4.4.1 - The board members shall control and manage all the affairs and property of the LBA and may exercise all such powers of the LBA, and do so on behalf of the LBA, all such acts as may be exercised and done by the LBA, and as are not by these presents required to be exercised or done by the LBA in general meeting.
- 4.4.2 - Without restricting the generality of the foregoing, the Board is accountable to the membership and is responsible for the following:
 - Establish and attain annual and long term objectives for The Association.
 - Prepare operational plans to achieve The Association objectives and assign operational duties and responsibilities to members of the Board through the establishment of committees and otherwise.
 - Receive donations, funds, trusts, grants and property for the purpose of furthering the aims and objectives of LBA, but may also, in its absolute and unfettered discretion, refuse to accept and donations, funds, trusts, grants and property.
 - Institute and amend policies, procedures and standards of conduct for LBA business practices and affairs.



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- Interpret and enforce the policies, procedures and bylaws of the Association.
- Establish and maintain a banking relationship with one or more chartered banks, trust companies, credit union or treasury branches in regards to:
 - The opening of one or more bank accounts;
 - Designate signing officers for the signing of Association cheques for the payment of money from said accounts;
- Establish committees as the Board deems necessary or desirable in order to carry on the business and affairs of LBA, and in turn, monitor and evaluate the performance of the committees and the members responsible for the performance of such business and affairs.
- Provide all those governance functions required to effectively achieve the aims and objectives of The Association including the mediation and arbitration of disputes. All issues, questions, and disputes, which involve the game of baseball and are referred to in the operating and playing rules, are within the jurisdiction of the Board and it has the sole right and final authority with respect to the resolution of such issue, question or dispute.
- Exercise any powers which, in the opinion of the Board, pertain to or promote the carrying out of the aims and objectives of the Association.

4.4.3 - Notwithstanding the foregoing provisions of these bylaws, the LBA in the Annual General Meeting may by ordinary resolution:

- Do anything which the Board Member may do.
- Ratify anything which purports to have been done as an act of the Board.
- Govern or restrict the manner in which the board members are to exercise their powers, so long as this is not done retroactively.
- None of the powers granted by this bylaw shall read as being limited or restricted by any special power given by any other bylaw.
- The board members may exercise all or any of the powers of the LBA to borrow or raise money from whatever person and in whatever manner they see fit.
- The board members shall have the power to sell, dispose of, mortgage or charge the entire undertaking and property of the LBA or any part thereof, for such consideration as they may think fit.
- The board members may engage all such agents and servants as they consider necessary and shall regulate their duties and fix their compensation.



4.5 - Dissolution:

- 4.5.1 - In the event of dissolution of The Association, all its remaining assets, after payment of liabilities shall be distributed to one or more community based organizations as determined by its members at a special general meeting called for that purpose.

4.6 - Indemnity of Board Members

- 4.6.1 - Each and every board member shall be deemed to have assumed office on the express condition that the board member, his/her heirs, executors, administrators and estate and effects respectively shall at all times be indemnified and saved harmless out of the funds of the LBA against all costs, charges and expenses whatsoever, such board member sustains or incurs in any action or proceeding which is brought or prosecuted against him/her in respect of any act or matter done or permitted by him/her in the execution of the duties of his/her office and also costs, charges and expenses which he/she may sustain or incur in relation to the affairs of the LBA except such costs, charges and expenses as are occasioned by his/her own fraud, dishonesty, willful neglect or default.
- 4.6.2 - No board member of the LBA shall be liable for the acts, receipts, neglects or defaults of any other board member or employee or for joining in any receipt or act for conformity or for any loss, damage or expense happening to the LBA through the insufficiency or deficiency of title to any property acquired by order of the board members for or on behalf of the LBA for the insufficiency or deficiency of any security in or upon which any of the moneys of or belonging to the association shall be placed out or invested or for any loss or damage arising from bankruptcy, insolvency or wrongful act of any person, firm or corporation with whom any moneys, securities or effects shall be lodged or deposited or for any loss occasioned by an oversight or error in the judgment on his/her part or for any other loss, damage or misfortune which may happen in the exercise of his/her respective duties or trust or in relation thereto unless the same shall happen by his/her own or through his/her own willful act or default.
- 4.6.3 - Board members may rely upon the accuracy of any statement or report prepared by the LBA's auditors and shall not be responsible or held liable for any loss or damage resulting from acting upon such statement or report.

4.7 - Qualifications

- 4.7.1 - Board Members must be 18 years of age or older at the time that the board member is elected or appointed to the board.
- 4.7.2 - Any person nominated for a board position must be a member in good standing.
- 4.7.3 - Sufficient experience and general knowledge of the specific position is recommended and should be discussed when appointing a board member.
- 4.7.4 - Shall not be an employee of LBA.



4.8 - Elections

- 4.8.1 - The board will be determined by election at the Annual General Meeting based on the board member terms that expire at the AGM.
- 4.8.2 - Every member of the Association shall have the privilege of nominating a qualified representative for each board position open for election in any given year.
- 4.8.3 - Nominations may only be made by current members in good standing and should be submitted in writing to the Secretary, at least 10 days prior to the Annual General Meeting. During the AGM election the call for nominations from the floor will also be taken and nominations accepted.
- 4.8.4 - All positions on the board are elected positions for a period of one (1) year.
- 4.8.5 - The Secretary shall establish a list of all persons wishing to run for election, complete with telephone numbers. One (1) week prior to the Annual General Meeting, all persons on the list must be notified of the meeting to ensure attendance.
- 4.8.6 - At the Annual General Meeting, at the request of the President, the list shall be distributed to all members in attendance to be used as an election ballot.
- 4.8.7 - A person who has been nominated to a vacant position may refuse the nomination prior to the election.
- 4.8.8 - If more than one nomination is made for any vacant position, an election by secret ballot will be held by all members attending. Once the voting begins no one shall be permitted to leave the meeting until all votes have been counted and results announced. Ballots will be counted by three members in attendance as determined by the Chairperson. The nominee with the most votes for each vacant position will be announced and shall be elected to the board. Ballots will immediately be destroyed after a motion has been approved to do so unless a recount is requested.
- 4.8.9 - In a private and confidential area: The first member of the Ballot counting committee shall read the name of the candidate selected on each vote to the second person whom will tally the results and the third person will observe the procedure for accuracy.
If a position remains vacant after the Annual General Meeting, new board members may be appointed to the Board, by a majority vote of the current board, to fill the position until the next Annual General Meeting.
- 4.8.10 - Following the elections, where a change to the President is made, the incumbent President shall turn over the meeting to the President-elect. The President may then make any statements regarding the Board, welcoming the new members, etc. and will adjourn the meeting.
- 4.8.11 - After the Annual General Meeting, the responsibility for the efficient change of Board Members shall be placed upon the President.



4.8.12 - After the Annual General Meeting, the President is responsible for coordinating the submission of all bylaws or objectives changes to Corporate Registry for approval. The President shall also arrange for the uploading of any new bylaws, regulations or objectives to the LBA website for the membership prior to March 1 of the current season.

4.9 - Executive Board Make-up

4.9.1 - Executive Officers

- President
- Vice President
- Treasurer
- Secretary

4.9.2 - Board of Directors

- President
- Vice President
- Past President
- Treasurer
- Secretary
- Communications Director
- Procurement Director
- Marketing/Sponsorship Director
- Coaching Director
- Facilities Scheduling Director
- Competitive Program Director
- Junior Recreational Director (Director of Rally-cap, Rookie and Mosquito recreational program)
 - Director would appoint level Coordinators for each of the levels.
- Senior Recreational Director (Director of Peewee, Bantam and Midget recreational program)
 - Director would appoint level coordinators for each of the levels.
- Junior Competitive Director (Mosquito and Peewee)
- Senior Competitive Director (Bantam and Midget)



4.10 - Additional Non-voting Positions:

4.10.1 - The following Non-Voting positions will be appointed by the Board:

- Technical Director
- Umpire Coordinator
- Picture day Coordinator
- Year-end wrap up Coordinator
- Discipline committee Chair
- Bingo Coordinator
- Casino Coordinator
- Fundraiser Coordinator

4.11 - Resignations

4.11.1 - A board member may resign from office upon giving notice thereof in writing to the board.

4.11.2 - The resignation of a board member shall be effective upon acceptance by the board.

4.11.3 - Any member wishing to withdraw from membership to the LBA may do so upon written notice to the board.

4.12 - Removal

4.12.1 - The Members, by resolution passed by a majority of the votes cast at a General Meeting or Special Meeting of members duly called for that purpose, may remove any Board Member before expiration of his/her term of office. The members, by a majority of votes cast at that General Meeting or Special Meeting, may elect another person into the vacated position for the remainder of the term of the Board Member so removed.

4.12.2 - The Board may, by a two-thirds majority vote of the entire current Board, remove a Board Member who, in the opinion of the Board has been or is being remiss or neglectful of duty or by conduct tending to impair his/her usefulness and/or discretion as a Board Member.

4.12.3 - Any Board Member who fails to attend Board Meetings on three (3) consecutive occasions, without just cause (which shall be determined by the Board), may be removed as a Board Member upon a motion to that effect passed by a majority of the Board Members.



4.13 - Disclosures

Board members must disclose any possible conflict of interest with an issue under motion prior to the commencement of the vote of the motion.

4.14 - Remuneration

4.14.1 - No LBA board member shall receive any remuneration for their volunteer services as it relates to their LBA position and duties relating to that position.

4.15 - Duties of the Board Members

4.15.1 - The following is a general list but not limited to the duties of Board Members

President:

- The President shall be ex-officio a member of all Committees.
- Chair meetings of the association and of the Board.
- The president shall only vote when there is a tie thus casting the deciding vote.
- The President shall be the voice of the association or appoint a member to represent the association when called upon to do so.
- Signing authority for LBA.
- Ensure The Board of Directors follows the bylaws of The Association.
- Ensure all committees are active and have adequate volunteer support.
- Ensure The Association operates in a cost efficient and cost effective manner.
- Attend all committee and Executive meetings of the Association when possible.
- Perform any other tasks as requested by the board.

Vice President:

- Attend board meetings.
- Support the President in the day-to-day operation of the association and in the absence of the President the VP would then assume the role of President.
- In the event that the President is removed or steps down the Vice President shall assume the role of President until an election of Executive for The Association can be completed.
- Provide guidance and direction to the board with regards to policies, procedures and bylaws.
- Signing authority for LBA.
- Performs any other duties as assigned by the President or by the board.

Past President

- Attend board meetings.
- Authorized to perform such duties as delegated by the Board.
- Shall, given the extent of his/her past experience provide to the Board, guidance and support in the control and management of the business and affairs of The Association
- Assist the President regarding LBA matters and direction.
- Performs any other duties as assigned by the President or by the board.



Secretary:

- Attend board meetings.
- Reports directly to the President.
- Keep the correspondence and minutes of every meeting.
- Keep accurate contact information for all Executive members.
- Distribute to all executives a copy of minutes shortly after executive meetings.
- At the direction of the President, prepares or reviews, and distributes the agenda for all meetings.
- Contacts board members about upcoming meetings.
- Books meeting rooms for LBA business as required.
- Maintains the bylaws and policy manuals.
- Ensures all notices are duly given in accordance with the provisions of the bylaws or as required by law.
- Take care of all correspondence to businesses, associations, public bodies and individuals when possible.
- Performs any other duties as assigned by the President or by the board.

Treasurer:

- Attend board meetings.
- Deposit monies to appropriate Accounts. (General, Bingo ,Casino. Etc.)
- Write cheques and pay bills for the organization.
- Review and update the executive on all account balances.
- Signing authority for LBA.
- Prepare LBA financial reports.
- Submit all gaming reports to Alberta Gaming.
- Ensure all financial reports of the association are audited as stated in the bylaws.
- Performs any other duties as assigned by the President or by the board.

Procurement Director:

- Attend board meetings.
- Prepares and submits annual budget for equipment, uniforms and supplies as needed to the Board for approval.
- Review and maintains the equipment inventory.
- Provide equipment needs to LBA board, and order supplies as needed.
- Organize equipment bags with supplies necessary for each team/coach.
- Maintains the equipment shed and general area including the batting cages as required.
- Document equipment and uniform inventory at end of season when storing for the winter.
- Any other duties as assigned by the President or by the Board.



Marketing & Sponsorship Director:

- Attend board meetings.
- In general, supports LBA in its efforts to provide an economical baseball program that will benefit all players.
- Oversees Fundraising Committee.
- Maintain a control sheet to track ticket booklets.
- Prepare raffle report for the Treasurer for submission to Alberta Gaming.
- Create Association Fundraising/Sponsorship documents and acknowledgements.
- Communicating with the Treasurer in regards to financial matters.
- Maintains the sponsorship signage at diamonds and performs repairs or replacement as required.
- Coordinates or directs any other fundraising event undertaken by The Association. Oversees the Bingo and Casino Committees.
- Seeks, obtains and prepares grant enquiries & applications.
- Any other duties as assigned by the President or by the Board.

Risk Management Director:

- Attend board meetings.
- Co-ordinates coaches criminal record checks and intervention checks.
- The point of contact for all injury reports.
- With the assistance of the treasurer, will coordinate any insurance payments or cost reimbursements through insurance as required.
- Prepare Emergency Report Plans for LBA.
- Any other duties as assigned by the President or by the Board.

Communications Director:

- Attend board meetings.
- Email registration dates, association information and notification of AGM to membership.
- Maintains the association website and keeps information current.
- Prepares and distributes LBA wide announcements and messages as directed by the board.
- On behalf of the association prepares articles for the newspapers.
- Coordinates all other communication issues and events at the decision of the board.
- Any other duties as assigned by the President or by the Board.

Facility Scheduling Director:

- Attend board meetings.
- Coordinate all LBA diamond requirements with the City of Leduc diamond scheduling representative.
- Maintain the diamond and batting cage schedules and rescheduling of diamond requirements for all LBA teams with the City of Leduc.
- Any other duties as assigned by the President or by the Board



Competitive Program Director:

- Attend board meetings.
- Create player evaluation committee chairperson and evaluation committee members for Competitive level.
- Member of the Coach Selection committee
- Involved with the Competitive Player evaluation and tryout process
- Liaison of Competitive Program
- Any other duties as assigned by the President or by the Board

Junior Recreational Program Director: (Rally cap, Rookie and Mosquito programs)

- Attend board meetings.
- Director will appoint level coordinators and provide mentorship
- Member of the Recreational Coach selection committee
- Assist with player and team evaluations to ensure evenly skill team
- The main contact for coaching staff at their respective level
- Any other duties as assigned by the President or by the Board

Senior Recreational Program Director: (Peewee, Bantam and Midget programs)

- Attend board meetings.
- Director will appoint level coordinators and provide mentorship
- Member of the Recreational Coach selection committee
- Assist with player and team evaluations to ensure evenly skill team
- The main contact for coaching staff at their respective level
- Any other duties as assigned by the President or by the Board

Junior Competitive Program Director: (Mosquito and Pee Wee)

- Attend board meetings.
- Member of the Competitive Coach selection committee
- Assist with player evaluations, tryouts and selections
- The main contact for coaching staff at their respective level
- Any other duties as assigned by the President or by the Board

Senior Competitive Program Director: (Bantam and Midget)

- Attend board meetings.
- Member of the Competitive Coach selection committee
- Assist with player evaluations, tryouts and selections
- The main contact for coaching staff at their respective level
- Any other duties as assigned by the President or by the Board



Section 5.0 - Auditing and Records

5.16 - Auditing Requirements

5.16.1 - The books, accounts and records of the Executive Secretary and Executive Treasurer shall be audited once each year by two (2) members of LBA.

5.16.2 - A complete and proper statement for the year shall be submitted by the Treasurer at the Annual General Meeting of the Association.

5.17 - Access

5.17.1 - The books and records of the Association may be inspected by any member in good standing of the LBA at the Annual Meeting or any time upon giving reasonable, written notice.

5.17.2 - Each member of the Executive at all times shall have access to such books and records.

Section 6.0 - Amendments to Bylaws

6.18 - Protocol

6.18.1 - Amendments to the By-Laws shall be made at a duly called Annual Meeting or a Special General Meeting.

6.18.2 - Any proposed amendment or addition to the By-Laws must receive seventy-five percent (75%) of the votes cast at the duly called Annual Meeting or Special General Meeting to be approved.

6.18.3 - Any proposed amendment shall be submitted to the Executive Secretary by January 15th of the fiscal year.

6.18.4 - An amendment may be considered at the Annual Meeting without required notice in the unanimous consent of the voting members present.