

MANITOBA PREMIER SOFTBALL LEAGUE

ARTICLE 1 - IDENTIFICATION

1.1 Name

The league shall be known as the Manitoba Premier Softball League (MPSL) and referred to herein as the League.

1.2 Mission Statement

The League is committed to providing athletes, coaches, and officials an opportunity to perform at the most competitive level of softball in the province.

1.3 Objectives

The League shall conduct its affairs in accordance with the following:

- To promote and enhance the stability and growth of all its member organizations.
- To maximize athletic and academic opportunities for the players within the League.
- To provide a safe athletic environment that respects all members of the League including players, coaches, officials, and administrators.

ARTICLE 2 - GOVERNANCE

2.1 The League Constitution:

This constitution enables the MPSL Executive to manage and operate the League affairs in accordance with the division operating rules as set by Softball Manitoba.

2.2 Amendments to the Constitution

The Constitution may be amended by a majority vote of the Board members. Amendments will be considered once a year at the Annual General Meeting (AGM). Proposed amendments must be distributed to all Board members at least ten (10) days prior to this AGM.

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ARTICLE 3 - ADMINISTRATION

- 3.1 The fiscal year of the League shall end on September 30 annually.
- 3.2 The League shall maintain comprehensive and accurate financial records related to all transactions including but not limited to; revenue and expenses related to the operation of the League. The allocation of League funds is to be determined by the Board on annual basis.
- 3.3 League Dispute Policies

Conflicts within the League will be dealt with by the League as per Softball Manitoba's Policies and Procedures listed on their website including:

- Appeals;
- Concussions;
- Conflict of Interest;
- Discipline and Complaints;
- Inclusion;
- Privacy;
- Social Media;
- Suspensions and;
- Other.

The League will advise Softball Manitoba of all suspensions resulting from investigation of complaints involving members of the League.

3.4 ZERO TOLERANCE

There will be **zero tolerance for abuse of Manitoba Softball Association Officials** during softball games in the Province of Manitoba.

PROVINCIALS

The Softball Manitoba delegate and Umpire-in-Chief have the authority to immediately suspend a coach, athlete or fan for a minimum of one game. The suspension will be reviewed immediately by the Protest Committee.

IMMEDIATE EJECTION AND ONE GAME SUSPENSION (LEAGUE PLAY)

Immediate action to be taken by the Umpire will be to eject the offending player/coach/team official from the game who will also be suspended for the following game. The offender shall be dealt with by the Umpire-in-Chief of the League and the League President.

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VERBAL REPORTING

The Umpire must verbally report **all instances** of ejection, including abuse **of an official** immediately following the game to the League Umpire-in-Chief. The League Umpire-in-Chief will then inform the League President of the incident.

WRITTEN FOLLOW-UP

A written report within 72 hours must follow verbal contact. The written report is sent to the Umpire-in-Chief of the League and copied to the League President, Zone Umpire-in-Chief and Provincial Umpire-in-Chief (or designate).

RESULT OF ACTIONS

The League Umpire-in-Chief will discuss the course of action required with the Umpire and League President to which the offender belongs. The Zone UIC and Provincial UIC will receive copies of the outcome. Repeat offenders will face longer suspensions.

3.5 Game Cancellation Procedure:

All scheduled league games are to be played. A minimum of 48 hours' notice is to be given if a game(s) is to be rescheduled. In the event that a game cannot be started due to:

- The game time temperature is predicted to be below 10 degrees Celsius at game time;
- The expected amount of rain or lightning will prevent play or create hazardous field conditions;
- The condition of the field will not be playable by game time.

The notification of these types of cancellations should be done 3 hours prior to the start of the game. It is the responsibility of the home team to advise of the cancellation to:

- Contact the visiting team, keeping in mind the travel times to be incurred by the visiting teams;
- Contact the UIC to cancel the umpires;
- Contact the scheduler to advise of the cancellation and reschedule the game.

Games may be delayed to allow weather conditions to subside or one game of a scheduled double header may be cancelled due to weather conditions. Games at JBSC may be cancelled by the grounds staff in which case the scheduler will notify the teams. Games may be cancelled at or just before game time due to unpredictable weather conditions by the umpire.

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3.6 Payment of Umpires

Each season the UIC and Board of Directors will establish the fees paid to umpires. The League UIC will be responsible to invoice the league for umpire fees monthly. Umpire fees and the mileage chart will be reviewed and approved yearly at a league meeting by March 31st.

3.7 Interpretation

In the event of a dispute relating to the interpretation of an article within the Constitution, the Board will bring the matter to a Board vote of the Board and shall be final and conclusive.

3.8 Membership

Membership is open to minor girls Fast Pitch Organizations/Teams in the following “AAA” categories; U13, U15, U17, U19 and Open

These five ‘AAA’ Categories will be run under the auspices of the eight Organizations as follows:

- **Rural; Central Energy, Eastman Wildcats, Interlake Phillies and Westman Magic**
- **Urban; Manitoba Angels, Manitoba Thunder, Smitty’s Terminators and Winnipeg Lightning**

3.9 Role and Responsibility of the League Board:

Each of the eight Organizations will appoint a representative prior to January 1 of each calendar year known as a **director** to represent their organization’s interests in the League. The nine seat Board will consist of eight organizational Directors plus the Commissioner. All Directors must be a member in good standing with the Association. In the event that a director resigns or is otherwise unable to complete their term, that Director’s organization will be responsible to appoint a new Director to represent their organization.

The Board has the authority to suspend a team, player, coach, manager or Director for whatever period it deems appropriate because of conduct that is detrimental to the game of softball or the League.

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3.10 Role and Responsibility of the League Executive

The Executive is accountable to the Directors and consists of the following positions elected for a two (2) year term at the League's Annual General Meeting:

- **Commissioner / Scheduler;**
- **Administrator / Treasurer and;**
- **Umpire in Chief.**

Two signatures are required for every cheque drawn from the MPSL's bank account or for each e-Transfer paid out. The signing officers of the league are:

- The Treasurer
- The Commissioner
- One Director voted by the Board

Commissioner / Scheduler:

See Appendix A

Treasurer / Administrator:

See Appendix B

Umpire in Chief:

See Appendix C

Article 4 - Voting Privileges

- 4.1** All eight Directors will be given an opportunity to vote on every vote. Voting can take place at a meeting, or by e-mail. In the event that a director is unable to attend a meeting, a substitute from that association must be appointed to represent the association at the meeting. In the event of voting conducted by e-mail, votes must be received within 48 hours otherwise the association will be considered as abstaining from the vote. A majority vote will determine the outcome to a matter. The Commissioner shall vote only to break a tie.

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ARTICLE 5 - MEETINGS

5.1 Robert's Rules of Order

Robert's Rules of Order shall prevail at all meetings except if they conflict with the League constitution.

5.2 Board Meetings

Board Meetings shall be called by the Commissioner as required in order to conduct the business of the League.

5.3 Special General Meetings of the League

A Special General Meeting of the League may be called upon the written request of two or more Board members in good standing of the League. Such request shall state the objective of the proposed meeting and is shared with the eight Directors and Commissioner.

5.4 Annual General Meeting of the League

The Annual General Meeting of the League shall be held once per year, following Softball Manitoba's AGM, with at least ten (10) days' notice given to all members. The AGM shall be conducted with the following agenda:

1. Call to Order.
2. Identify Voting Members.
3. Minutes from the previous Annual General Meeting.
4. Executive Reports
5. Correspondence.
6. Amendments to the Constitution.
7. Finance.
8. Elections.
9. New Business.
10. Adjournment.

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Committees: Committees will be established at the direction of the League's Board of Directors.

1. League Tournament Committee; the League shall establish a committee comprising of one member from each League organization to plan, manage and conclude all tournament activities. The League Treasurer will partner with Committee members to manage tournament costs and revenue.

Last Reviewed; December 4, 2023

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APPENDIX A

COMMISSIONER / SCHEDULER

Responsibilities include:

1. Schedules, prepares and chairs all League business meetings.
2. Exercises the powers of the Executive in the case of an emergency
3. Prepares an annual operating budget for the League with the assistance of the Treasurer and is subject to Board approval.
4. Establishes and maintains a balanced season schedule.
5. Establishes and maintains the annual League tournament schedule.
6. Manages the League website including but not limited to; uploading and adjusting the league and annual tournament schedules and posting League information as required. Also manages the League's Instagram and Twitter (X) accounts.

Your role will report directly to the League's Board of Directors which consists of the eight individuals representing each AAA organization in the province.

You will receive an honorarium of \$2000.00 per year, payable in two equal payments; on June 30th and December 31st of each year.

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APPENDIX B

TREASURER / ADMINISTRATOR

Responsibilities include:

1. **League Meetings.** Attend, aid in preparation, and participate in league meetings. * In the absence of the commissioner this role may be asked to chair a given league meeting.
2. **Financial management and/or oversight.** Manage and become a signing authority representing the financial affairs of the MPSSL, including when applicable selecting a bank, reconciling bank statements, managing cash flow and any outstanding bills or debts owed. The Treasurer will create and maintain systems for ensuring the league's ongoing solvency and oversee the development of our financial policies. Policies to include check signing authority, expense reimbursement, credit card usage, and petty cash policies, if applicable.
3. **Budgets.** The Treasurer is responsible for preparing both an opening and closing budget that supports the MPSSL's goals. This responsibility also includes regularly monitoring and comparing the actual revenues and expenses incurred against such budget. The budget should be reviewed and approved by the board; however, the Treasurer should be prepared to explain and justify the document.
4. **Reports.** The Treasurer should have thorough knowledge and understanding of the organization's financial reports. The Treasurer is also generally responsible for aiding or completing, documents or applications associated with grants or funding for the league.

Your role will report directly to the League's Board of Directors which consists of eight Directors representing each AAA organization in the province.

You will receive an honorarium of \$2000.00 per year, payable in two equal payments; on June 30th and December 31st of each year.

Skills

- Professional expertise in accounting and finance.
- A high level of administrative, organizational, and leadership skills.
- Knowledgeable of board governance and previous board experience is considered an asset.
- Able to work independently and as part of a team.

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APPENDIX C

UMPIRE IN CHIEF

Responsibilities include:

1. Establish and maintain an umpire schedule, which includes all league exhibition, regular season, rainouts, reassignments and playoff games within the Winnipeg region.
2. Establish and maintain the umpire schedule for the annual League tournament.
3. Chair a preseason coaches' meeting for each League division to provide and receive information, updates and changes that would help teams and officials prepare for the season.
4. Establish and maintain a regular meeting schedule with umpires to provide and receive information that will strengthen the quality of umpiring for the league.
5. Conduct regular umpire evaluations
6. Create mentorship opportunities between veteran and younger officials.
7. Act as a liaison between coaches and umpires to effectively manage conflict and establish collaborative working relationships between league officials and teams.
8. Attend League Board meetings as required.

Your role will report directly to the League's Board of Directors which consists of eight individuals representing each AAA organization in the province.

You will receive an honorarium of \$2400.00 per year, payable in two equal payments; on June 30th and September 30th of each year. In addition, you will receive \$200 per day for each day of the annual League tournament to which you are responsible for establishing and maintaining a tournament umpire schedule. This portion of your honorarium will be paid to you following the tournament.