



NIAGARA DISTRICT BASEBALL ASSOCIATION POLICIES

1. POLICY CREATION

- a. The policies of the organization can be amended, enacted, or suspended by a 2/3rd majority vote at any regularly scheduled or special general meeting of the NDBA.

2. ASSOCIATIONS

- a. Association Listing:
 - i. Active Associations:
 1. Beamsville
 2. Grimsby
 3. Niagara Falls (GNBA)
 4. Pelham
 5. St. Catharines
 6. Thorold
 7. Welland
 8. Fort Erie
 - ii. Inactive Associations (HL Programing only):
 1. Port Colborne
- b. Insurance
 - i. All Associations MUST have Liability Insurance as provided by the OBA. This insurance must be purchased every year before the season begins.
- c. Bond
 - i. Any Affiliate with the NDBA must post a bond for each team which must be kept at a par to maintain good standings. Any infraction on this bond suspends the Affiliate until a bond is posted or is replenished. These funds deposited with the NDBA to cover such bonds shall be kept separate from the General Account. Any Affiliate that has new teams coming into the NDBA will have to the maximum bond fee for that year. Affiliates that have been in will catch up on Bonds on a set annual basis.
 - ii. Should a municipality withdraw from the NDBA, the Bond amount shall be maintained for a period of 5 inactive years, after which the bond shall be forfeited. Any subsequent application for membership in the NDBA will require Bond Money to be re-instated by that association.
- d. Participation
 - i. All Associations will be responsible to have a representative to all meetings. Failure to comply can result in that association becoming an association in bad standing and can result in disciplinary action or fine.
 - ii. Association representatives are not to be current board members of the NDBA, yet members of the member association's Board of Directors

3. DIVISIONS OF PLAY

- a. NDBA Shall provide rep baseball programming locally at any and all OBA divisions when possible.
- b. The NDBA Board of Directors shall have the power to appoint Conveners wherever necessary to fill vacant roles or as required by the league.
- c. For the ease of scheduling, and determining of division feasibility the following divisions may be merged to play together:
 - i. 8U/9U
 - ii. 10U/11U
 - iii. 12U/13U
 - iv. 14U/15U
 - v. 16U/18U
- d. Associations must declare to NDBA their intentions to enter teams in specific divisions by the first TUESDAY after Labour Day Weekend.

4. MEETINGS

- a. Regular Meeting
 - i. At all regular NDBA and Board of Director Meetings each elected and appointed member along with the Past President and all Life Members shall be entitled to one (1) vote on any item.
 - ii. General Business Meetings shall be held on the 3rd Sunday of the month at 10am at a site to be determined by the NDBA Board of Directors unless otherwise determined by the BOD.
 - iii. The order of business shall be:
 1. Reading of the Minutes
 2. Presentation of Treasurers Report
 3. Reading and Consideration of communications and notices
 4. Reports of Special and Standing Committees
 5. Consideration of By Laws, Policies and Amendments thereof
 6. General Business
 7. Good and Welfare of the Association
 8. Reception of any Application of Affiliation
- b. Annual Members Meeting:
 - i. The Annual members Meeting shall be held in November annually, prior to Baseball Ontario's AGM (if possible)
 - ii. The order of business shall be:
 1. Presidents Address
 2. Amendments to the By-law
 3. Treasurers Report
 4. Election of Board of Directors
 5. Social Evening

5. DISCIPLINE (CONDUCT & EJECTIONS)

- a. Any Player, Team Manager or Coach, or any other personnel guilty of misconduct may be suspended by the Board of Directors and identified as not in good standing.
- b. **Participation Restrictions**
 1. Any coach, player, or umpire who is not in good standing with the Niagara District Baseball Association (NDBA) or the Niagara Baseball Umpires Association (NBUA) shall be deemed ineligible to participate in any on-field activities, including but not limited to practices, games, or tournaments, until such time as their standing has been fully reinstated.
 2. For the purposes of this section, “good standing” shall mean compliance with all applicable rules, regulations, codes of conduct, and financial obligations as determined by the respective governing body.
 3. Any breach of this provision shall be subject to disciplinary action by the NDBA, which may include coordination with the Ontario Baseball Association (OBA) for further action.
- c. **Code of Conduct**

All Players, Team Managers, Coaches, and Umpires participating in any NDBA or OBA-sanctioned game must conduct themselves in a sportsmanlike manner at all times, in accordance with the guidelines set by the NDBA, Baseball Ontario, and Baseball Canada. Any individual who fails to adhere to these standards may be subject to a disciplinary hearing at the discretion of the Advisory Committee.
- d. **Automatic Suspension After Ejection**

Any Player, Team Manager, Coach, or Team Official ejected from a game for misconduct shall be automatically suspended for the next scheduled regular season, tournament, or playoff game. The suspended individual may not participate with any other team during the suspension.
- e. **Second Ejection – Two-Game Suspension**

Any individual ejected from a game for misconduct a second time in the same season shall be automatically suspended for two (2) subsequent games, whether regular season, tournament, or playoff. During the suspension, the individual may not attend or participate in any games for their team or any other team.
- f. **Third Ejection – Indefinite Suspension**

Any individual ejected from a game more than twice in a single season shall be automatically suspended indefinitely, pending a disciplinary hearing by the Advisory Committee. The Committee may impose a suspension of up to one (1) year.
- g. **Disciplinary Hearings**

The Advisory Board is responsible for conducting disciplinary hearings. In cases where a Board member is unavailable or has a conflict of interest, they must notify the



President, who may appoint an alternate member from the Board of Directors to participate in the hearing.

h. **Serious Offenses and Immediate Suspension**

If a Advisory Committee deems an offense, based on an Umpire's Report, to be of a serious nature, they shall notify the President. The President may impose an immediate indefinite suspension and must refer the matter to the Advisory Committee for a hearing within seven (7) days.

i. **Appeals Process**

Any suspended individual may appeal a disciplinary decision of the Advisory Committee by submitting a written notice to the NDBA Secretary within seven (7) days of being notified of the decision. A \$50.00 deposit (cash, cheque, or money order) must accompany the appeal. This deposit will be refunded only if the individual is reinstated immediately. The Executive Committee shall hear the appeal at a special meeting convened by the President within seven (7) days of receiving the notice.

j. **Ejections During Playoffs**

Any Player, Manager, Coach, or Team Official ejected for a third time during the NDBA Playoffs shall be suspended indefinitely, pending a hearing by the Advisory Committee. The hearing shall be held within seven (7) days.

k. **Suspension During OBA Playoffs**

Any individual under suspension at the start of the OBA Playoffs will remain suspended for the duration of the playoffs unless otherwise approved by the NDBA Board of Directors.

6. RELEASES

- a. All releases fall under the guidelines of the OBA Constitution, unless otherwise noted in the NDBA By-Law or Policies.
- b. All Player(s) must be registered with their Local Association to be eligible to apply for a release(s).
- c. All player(s) requesting a release(s), must first make application in writing to their Home Association, before the Chair of the Advisory Board will entertain any application for a release.
- d. Where there are more than 1 (one) Association that exists in the same city or town, and there are requests for releases, these requests will be dealt with by the Association to which the player(s) are registered.
- e. When a Local Association grants a release(s), these release(s) allow the released player(s) to play for any team and any Association within the boundaries of the NDBA.
- f. When a Local Association denies player(s) a release request, these player(s) have the right to appeal their Local Association decision to the NDBA.
- g. The NDBA will set up a hearing to take place once they have been provided proof of the denied release, then NDBA will then make a decision based on all the information provided whether to grant or deny the release.



- h. If denied both parties may appeal the NDBA'S decision to the technical Committee of the OBA.
- i. Where player(s) are requesting a release(s) to play for teams outside the boundaries of the NDBA, they shall appear in person, at a date and time and place to be determined by the Advisory Board Chair. Should the request by the NDBA be denied, they have the right to appeal this decision to the Technical Committee of the OBA.
- j. Where a request for a release is received pursuant to paragraphs v), and or vi), all requests for release(s) heard will be resolved on an individual and case-by- case basis.
- k. Where a District Team exists and are sanctioned by Article 2.07, (Regional Niagara Team Operations), any player(s) who attends the required number of tryouts and is offered a spot on the roster of such team, is deemed to be released from his/her Local Association to participate with said team, as applicable, for the playing year.
- l. Where an Association does not have fall tryouts and is unclear if they will be fielding a team(s) for the upcoming season, any player(s) can apply for a request to tryout from their Local Association. Should the player(s) make the team and is offered a spot on the roster, then the request to tryout will be their granted release, if they are unsuccessful, then they must return to their Local Association.
- m. When a local association does not wish to grant a release, they may also grant 'Permission to Tryout' allowing the player to tryout with another association. Only if the player makes the team they are then released.
 - i. A player in receipt of a permission to tryout, can only tryout with one association. If they do not make the team, they must return to their home association for REP baseball.

7. LEAGUE PLAY

a. REGULAR SEASON GAME PLAY:

1. All weekday games shall have a start time no earlier than 5:45pm unless mutually agreed by both teams, and with convener approval.
2. All games in the NDBA for all series shall be 7 innings.
3. All games will have a 15-minute grace period. If a team is unable to begin the game by this time, they shall lose by forfeit. A game must be started on time if a team has 8 players in attendance. Games that are forfeited shall be recorded as a 7-0 win over 7 innings of play. If a game is forfeited at the diamond, the team which lost by forfeit is responsible for all game costs.
4. All regular season games shall follow standard mercy rules as outlined in the OBA Rep Rule Book.
5. All regular season games in all division shall have no new inning start after 2-hours from the scheduled time of first pitch. Games will only be extended in the case of Facility, Umpire or Weather delays.



6. A regular season game is considered complete in accordance with OBA regulars set out for that division of play. No extra innings shall be played during regular season or exhibition games.
7. Ground rules are the responsibility of the Home Team and shall not contravene the Official Rules of Baseball.
8. Only Players, Coaches, Managers, Trainers, and Team Officials shall be allowed on the players bench or dug outs. Where a team wishes to postpone a regular scheduled game, mutual agreement with the other Team involved must be made within 48 hours of the start of the game. Division Convenor must be notified of any changes to the game schedule.
9. Where a team wishes to postpone a regular scheduled game, mutual agreement with the other Team involved must be made within 48 hours of the start of the game. Division Convenor must be notified of any changes to the game schedule.
10. Failure to provide 48 hours' notice of game postponement may result in the game being marked as a loss and any incurred expenses (i.e. prepayment for fields, umpires and lights) shall be covered by the team postponing the game at the discretion of the division convenor. These expenses are to be submitted to the Board of Directors for approval, and the amount as approved by the Board of Directors shall be paid forthwith, failing which, the expenses may be paid out of bond monies. Failure to replenish the bond money shall result in the automatic suspension of the Affiliate until the bond is replenished.
11. All Teams playing Rep Ball in NDBA, from 8U to 18U, must play or complete 85% of their scheduled games to be eligible to participate in NDBA Playoffs and OBA Rep Provincial Championships unless approved by the division convenor.
12. Any players who are called up from another team must follow OBA playing rules.
13. Game Lineups in all divisions shall follow OBA Rep Playing Rules. During the regular season, teams may bat a full continuous batting order which must be declared prior to the start of the game and indicated on the lineup card accordingly.

b. CLASSIFICATION

1. Teams must declare their desired classification to the division Convenor by the deadline provided when submitting rosters as per OBA guidelines. The Convenor shall review the desired classification and submit to the NDBA board or final approval. If upon review, the Convenor or NDBA Board of Directors, deem the submitted classification inappropriate, the classification may be modified. If modified the Convenor must notify the head coach who then has one (1) week to appeal prior to classification becoming official.
2. In all divisions at 8U and above where two (2) or more teams have the same classification, playdowns may be required. The playdown format shall be as follows:
 - a. With 2 teams, there will be a best 2 out of 3 series. Upcoming League games may be used for these games if determined that this is feasible by the Convenor and Head Coach.



- b. In the case that more than two (2) teams have the same classification, teams are to follow the playoff/playdown guidelines listed within this document.

c. PROTEST

- a. The Advisory Board shall preside over all protests.

- b. All protests shall be filed in accordance with the following regulations:

- i. All protests are to be filed with the Umpire at the time of the infraction and it is the Umpires duty to notify the opposing team (coach or manager). The Umpire will note the protest on the game card or scorebook.
 - ii. To proceed with a protest, the protesting team shall submit a written report in duplicate with the Series Convener or Secretary within forty-eight (48) hours of the scheduled start time of the game in question.
 - iii. The protest must be accompanied by a deposit fee of \$50.00 in cash, cheque or money order. The deposit will be refunded if the protest is upheld. If the protest is denied, the deposit shall be forfeited unless otherwise determined by the Advisory Board.
 - iv. The Team protested against shall be notified immediately by the Secretary or Series Convener that a formal protest has been lodged and shall forward a copy of the notice of protest.
 - 1. The Team protested against shall file its response if any, with the Secretary or Series Convener within forty-eight (48) hours of receipt of notification of the formal protest.
 - 2. The Advisory Board shall meet within ten (10) days of receipt of the formal protest to a decision with respect to the protest. Where the Advisory Board upholds the protest, it shall prescribe all conditions governing the disposition of the game protested. The decision of the Advisory Board shall be final.

c. SPECIAL PLAYING RULES

- v. The playing rules as laid down by the OBA for baseball shall govern all games in this association EXCEPT as noted in the Policies of the NDBA.
 - vi. For the 12U and 13U divisions, a balk called by the umpire shall be considered a dead ball with no additional penalty or player advancement prior to July 1st of the playing season. After July 1st and during all playoff and playdown games, a balk shall be called as outlined in the OBA playing rules.

d. LEAGE SCHEDULES

- vii. Divisions shall play a schedule of no more than 20 Regular Season games. The schedule will be prepared by the Scheduler and be balanced where possible. Should a schedule of more than 20 games be requested by the



Scheduler, the NDBA Board of Directors must approve the extended schedule.

- viii. Schedules will be provided to the Convenors by the Scheduler before April 15th annually.
- ix. The regular season shall end before the Civic Holiday in August to allow for playoffs to be completed prior to OBA weekend.
- x. The week of the Civic Holiday is reserved for makeup games and/or playdowns as necessary.

8. PLAYOFFS/PLAYDOWN & PLAYOFF/PLAYDOWN SCHEDULES

Playoffs shall be separated Major and Minor aged teams at each division to determine a Major and Minor Champion.

- a. 8U & 9U, 10U & 11U, 12U & 13U, 14U & 15U, 16U & 18U
- b. If there are not three or more teams at the Major or Minor level, a single combine playoff format shall be used to determine a single champion.
- c. All playoffs shall be an OBA double elimination style tournament held on a weekend. tournament will be a seeded double elimination based on REGULAR SEASON standings All games, except the finals will have a 2-hour time-limit. (This is so hosts without lights do not run into schedule issues.)
- d. Tiebreakers for seeding shall be:
 - Head-to-Head
 - Win Percentage
 - Lowest Runs Against
 - Random Draw
- e. Each center is required to host a divisional playoff on one of the outlined dates. Two or more centers may work together to accommodate and meet the playoff format requirements. Centers must confirm their availability to host on the selected weekend by March 1st. Should a center be unable to host a playoff due to field limitations or resources they will work with the NDBA board and other centers to find an acceptable alternative.
- f. The schedule will be built in conjunction with the division convenor and the host centre. Host centers will be selected before March 1st of each season and will require approval from the NDBA Board.
- g. All costs for the hosting of a playoff (umpires, balls, field fees, lights etc) Shall be forwarded to the NDBA board of directors no later than two (2) weeks after the conclusion of the playoff series. The final costs are to be shared by the centers involved in the playoffs and the costs divided by the total number of teams competing in the division. Any center that has outstanding owing playing payments due after September 30 may be subject to discipline by the NDBA board.

- h. The host center is responsible for ensuring diamonds and umpires are secured.
- i. All divisions shall hold their playoffs on the 1st, 2nd or 3rd weekend in August (8U and 9U must be 1st or second weekend). The NDBA shall work with each center to determine which division and weekend they will host based on the centers field availability and capacity to host. The confirmed dates and divisions shall be provided to the convenor no later than March 1st of the playing season so that they may be included in their schedule. The Convenor will be responsible for working to confirm the actual playoff schedule no later than one week in advance of the playoff weekend.
- j. The following weekend (weekend before Labour Day weekend shall be held open for rain dates of the playoffs
- k. Playoffs MUST be completed at least 5 days prior to OBA Provincial Championships for all divisions,
- l. Playdowns will be conducted for a single specific division. (if there are 4 teams for B and down, the playdown must be specifically for a division such as “B” or “C” or “D.” The playdown cannot award the winner B, the second place C and third place D etc).
- m. Playdowns must be completed after the start of NDBA playoffs. When three (3) teams or more are involved, the format MUST be a round robin which aims to add AS FEW games to team’s schedules as possible. There will not be a quarter, semi-final or final after the round robin. The team with the most points will win the playdown. If two teams are tied, then there will be a tiebreaker game. All playdowns must treat pitch count as they are consecutive games.
- n. When there are only 2 teams involved in a playdown, the playdown will be decided by a best 2 of 3 series. All playdowns treat pitch count as they are consecutive games.
- o. Playdowns shall be scheduled AS SOON AS teams have declared their classifications.
- p. For the purpose of days rest and pitch counts, all games in a playoff or playdown series shall be considered sequential regardless of the number of days between games. For divisions 10U-18U, pitch counts must be sent to the convenor after the completion of each game and made available to all coaches.
- q. Teams unable to meet the playoff or playdown scheduling requirements shall forfeit their playoff seed. OBA tournament rules for forfeiting shall apply.
- r. All centers agree to work together in the best interest of baseball in the Niagara Region and where possible share both equipment and umpire resources in good faith in order to meet the specific playoff and playdown requirements.
- s. Should a minor team elect to play up against the major teams for the regular season, they must also compete in the major level playoffs.

9. DISTRICT TEAMS

b. PLAYERS:

- i. All Player(s) must be registered on the NDBA website before taking the field to try-out for any District team as per NDBA and OBA Rules.
- ii. Any Player(s) who is signed to any District team Roster, regardless of the Host Centre may simultaneously play in another program but NOT in Ontario.
- iii. Player(s) are encouraged to try-out for their appropriate age groups only.



c. COACHES:

- i. The NDBA will send out notices to all associations in the region beginning in July of the current baseball season, which applications are now being accepted for the position of Head Coach for all District teams for the following baseball season. These applications will be accepted until August 30th.
- ii. All applications received by August 30th will be reviewed and approved by the Board of Directors of the NDBA.
- iii. The NDBA's goal is to have Regional Representation of Head Coaches and Assistant Coaches for all District teams, BUT in the end must select only the most qualified applicants regardless of their city of residence or where the Host Centre Teams are based.
- iv. The 'NEW' or returning Coaches must select the following years team in the week immediately following the conclusion of the current year's OBA Labour Day Play downs. Coaches will be encouraged to keep a spot or two open for unforeseeable situations that may arise. This will also encourage attendance and competition for the winter workouts.
- v. All District Coaches are encouraged to run indoor work outs at an approved NDBA facility, beginning in October of their coaching year, through to such time as Mother Nature allows teams to move outdoors. No workouts will be scheduled for the March Break week.
- vi. All Head Coaches and Assistant Coaches must apply for District teams on a year-to-year basis, unless otherwise approved by the NDBA Board of Directors.

d. HOST CENTRES:

- i. Each District team will be based in an Affiliate center on a year-to-year basis. Coaches of these Teams are encouraged to play a few home games in other centers, but that is not mandatory.
- ii. The Host Centre will be responsible for the entire cost associated with their respective District team(s). The NDBA will NOT subsidize any team(s) beyond what is reasonable and expected.
- iii. All District teams must wear the Host Centre 'Club Uniform', bearing their appropriate and traditional name and colors. No exceptions.
- iv. Team(s) will adhere to the policies of the Local Association that governs the Host Centre. Any issues that should arise from this and cannot be settled will be brought to the NDBA for arbitration, and their decision shall be Final.
- v. Coaches of Host Centers are to notify all eligible player(s) once try out dates have been established.
- vi. If and when numbers warrant a 2nd or 3rd District team in any division and no Host has approved, notices will be sent out immediately to all associations in the Region, that there is need for and association to Host these team(s).

10. UMPIRE ASSOCIATION

b. PURPOSE:

- i. It is the intent of this By-Law to establish the framework for the affiliation of the NBUA with the NBDA.

c. DEFINITIONS:

- i. NDBA shall mean Niagara District Baseball Association.
- ii. NBUA shall mean Niagara Baseball Umpires Association.
- iii. ASSIGNOR shall refer to the person or persons used by the NBUA for the purpose of coordinating the umpires schedule for game attendance and other duties herein designated.
- iv. OBA and/or Baseball Ontario shall refer to the Ontario Baseball Association.
- v. AFFILIATE ASSOCIATION shall refer to a member Association of the Niagara District Baseball Association.
- vi. ALL-STAR LEAGUE shall refer to the teams playing in a division of the Niagara District Baseball Association.
- vii. GAME shall refer to a baseball game.
- viii. CONVENER shall refer to the person assigned by the NDBA to coordinate the play of baseball in a division of the All-Star League.
- ix. DIVISION shall mean the name of the age group for the players in the assigned game.

d. RECOGNITION

- i. The NDBA recognizes the development of the NBUA and recommend to its affiliated associations that the NBUA be utilized by all affiliates within the NDBA for League, Play-off and Tournament Games for All-Star Divisions including 14U and above.

e. RULES AND REGULATIONS

- i. The NBUA shall enforce the Rules and Regulations of the NDBA, the Official Rules of Baseball and the Playing Rules and Regulations of the OBA.

f. UMPIRE ASSIGNMENTS

- i. The Assignor shall assign Umpires for the following games if requested by the affiliate associations by team registration completion date.
 1. NDBA Affiliate All-Star team regular season schedule.
 2. NDBA Play-off games and/or Tournaments.
 3. OBA Sanctioned Tournaments.
- ii. The Assignor must be notified no later than one (1) hour before scheduled game time for cancellation as a result of inclement weather or unsafe playing conditions. Failure to notify the Assignor of cancellations in the required period of time, shall result in the Host Association being assessed a \$10.00 travel expense fee per Umpire in attendance, as of the scheduled start time. If the Umpires have not taken control of the game, and weather conditions or unsafe playing conditions prevent the start the same travel expenses shall apply.



- iii. Cancellations of games for any reason other than weather or field conditions require forty-eight (48) hours notification of the Assignor prior to the scheduled game(s). Failure to do so will result in assessment of full game fees to the Host Association.
- iv. Once the Umpires have taken control over control of the game at ground rules, if said game is completed because of inclement weather or unsafe field conditions the Host Association shall be assessed the full game fees.
- v. Assigned NBUA Umpires involved in a forfeited game, will be entitled to a full game fee. If said forfeited is the result of a team not having sufficient players by game time, Umpires must allow thirty (30) minutes grace period as described in the By-Laws and Policies of the NDBA.
- vi. In the event that the Assignor is unable to provide two (2) Umpires for a scheduled game, the Assignor shall give at least forty-eight (48) hours before the time of the game to the League Convener to enable said League Convener an opportunity to fill the vacant position with a Level 2 Umpire. Provided the proper notice has been given, if the game proceeds with only one (1) assigned Umpire, said Umpire shall be entitled to 1 ½ game fee.
- vii. Tournament schedules for sanctioned OBA Tournaments must be given to the Assignor ten (10) days prior to the Tournament start date.
- viii. The NBUA shall provide the Host Association Tournament Convener with a list of assigned Umpires for each game scheduled three (3) days prior to the first game.

g. DISCIPLINE

- i. The NBUA and NDBA shall establish a joint disciplinary committee to deal with serious allegations involving conduct of NBUA Umpires.
- ii. The NBUA acknowledges that their members, as an affiliated association of the NDBA are subject to disciplinary action by the NDBA as outlined in the By-Law and Policies of the NDBA.
- iii. Any NBUA Umpire(s) missing an assigned game, the Host Affiliated Association shall not be assessed Umpires fees for the no-show Umpire. The Host Affiliate Association shall receive a credit equal to the sum of the missing Umpire(s) fees for the game missed. On a second missed assignment the Umpire(s) shall be suspended pending review by the Joint Disciplinary Committee.

h. REPORTS

- i. For games involving ejections and/or protested games, the Umpire involved shall be responsible for the submission of the completed game report online within twenty-four (24) hours of the game being played.
- ii. If there is an ejection(s) or a protest during the course of a game, the involved Umpire shall be responsible to contact the League Convener. The League Convener will then inform the NDBA Supervisor of Umpires of said ejection(s) and/or protested game. The NDBA Advisory Board shall then be responsible in imposing any suspensions.



i. ASSESSMENTS

- i. The NBUA shall submit a detailed invoice listing the date, series, place and shall be paid within ten (10) days of receipt. Failure to do so could result in the bill being paid from that Team's Bond.
- ii. The NBUA can file a claim against Bond Funds if the bill issued remains unpaid, notice is given to the Association involved by the NDBA and will be paid unless a dispute is filed within five (5) days' notice. The NDBA Advisory Board shall mediate any dispute and the Boards decision is Final.
- iii. The NBUA shall assess an affiliated association within seven (7) days after the completion of a Tournament hosted by said Affiliated Association.
- iv. The Affiliated Associations shall provide the NBUA with the Affiliates Contact List by the third (3rd) Sunday of April each year.

j. FEE SCHEDULE

- i. Any fee schedule shall be approved by the NDBA before it may implemented. The NBUA shall submit any proposal for fee changes no later than September 30th in any year for consideration by the NDBA Executive for the subsequent year. Failure to provide any notification will result in the continuation of the existing fee schedule.
- ii. Junior and Senior series rates shall be based upon the rates of the Leagues where the Junior and Senior Teams play as per the Affiliated Constitutions.

11. ROLES OF DIRECTORS

The following details outlines the roles and responsibilities of the director positions. The NDBA board reserves the right to reassign or modify these responsibilities based on specific need where applicable.

CONVENERS:

- Conveners shall be responsible for managing the day-to-day operation and reporting of their assigned division, which includes but is not limited to:
- Enter scores and results of games.
- Updating the schedule to reflect rescheduled, rained out, or postponed games.
- Reporting ejections that they are made aware of from coaches to the NDBA Advisory Board in the event that an umpire report is delayed or not forwarded.
- Reporting sanctions, suspensions, and similar to the teams involved in their division.
- Work to find a host for the playoff tournament.
- Provide seeding/ranking prior to playoffs to the scheduler
- Relay any pertinent information, details, dates, etc., from NDBA to their division.
- Create an end-of-year report that details success, issues, winners, and similar.
- Other duties as assigned by NDBA.
- The following specific items must be actioned by a Convener every year:
 1. Set up meetings with coaches prior to the April NDBA Board meeting.



2. Oversee playoffs and hand out awards, or ensure someone is in attendance at the final game to perform this.

ADVISORY BOARD (3 members)

- Shall be responsible for all release, disciplinary hearings and their rulings, internal matters, conflict resolution, advise on legal matters to the executive, and support the Chair and Vice-Chair as needed.

REGISTRAR

- Shall issue and keep accurate records of all player certificates, rosters, and work with convenors to collect and report the classification status of teams.
- Shall be NDBA's responsible person for submitting and maintaining NDBA team rosters with OBA and shall facilitate all insurance requests.

Technical Director

- Shall be NDBA's liaison to all OBA affiliates, of which NDBA teams participate in external loops
- Shall be NDBA's voice and/or vote with other affiliates during their meetings.
- Shall manage and organize coaching certifications, development programs, and shall be the primary liaison to outside organizations regarding NDBA District teams.
- Shall work with associations or similar to find development opportunities for coaches and similar.

Scheduler

- The Scheduler shall be responsible for creating consistent and balanced (where possible) schedules for each division of NDBA, which will be given to the respective division convenors to manage and update as required.
- The following must be actioned by the Scheduler for all divisions:
 1. Prepare season start/completion dates in line with NDBA policies.
 2. Create regular season schedules.
 3. Create playoff schedules and liaise with host associations and convenors.
 4. Assist convenors with the annual playoff cost calculations so reports and invoices can be sent to the associations.
 5. Create playdown brackets and provide the schedule to convenors for facilitation with their respective divisions.
- Support convenors as and when needed throughout the season.