

# WILMOT SOFTBALL ASSOCIATION

## CONSTITUTION

### 1) NAME

The name of the Association shall be Wilmot Softball Association Inc., hereafter referred to as the Association.

### 2) VISION / GOAL

Wilmot Softball Association is a multiple community Township group dedicated to providing children and youth of all genders and ability the opportunity to participate in an organized sport. WSA primary goal is promote a fun and safe environment with providing tiered levels of competition with an emphasis on developing skills in sport, team play and life skills. We intentional focus on coaching development along with player and umpire development. We will maintain the rich history of Softball from all of local communities for the greater good of our Wilmot Community. We are group of Volunteers with a passion for Softball, children and youth and use sport to help grow the future of softball and our communities. We are an inclusive and open group also dedicated to promote leadership for youth and adults within our community.

### 3) POWERS

In furtherance of the objectives, but not otherwise, the Executive Committee may exercise the power to:

- (i) Promote the health and wellbeing of the residents of the area and to work together as residents irrespective of age, sex, ethnicity, ability, religion or political view.
- (ii) Promote environmental improvement and conservation by educating, encouraging and assisting the local population in environmental practice, working in partnership with similar Associations and organizations.
- (iii) Invite and receive contributions and raise funds where appropriate, to finance the work of the Association, and to open a bank account to manage such funds.
- (iv) Publicize and promote the work of the Association and organize meetings, training courses, events or seminars etc.
- (v) Work with Associations of a similar nature and exchange information, advice and knowledge with them, including cooperation with other voluntary bodies, charities, statutory and non-statutory organizations.
- (vi) Employ staff and volunteers (who shall not be members of the Executive Committee) as are necessary to conduct activities to meet the objects.
- (vii) Take any form of action that is lawful, which is necessary to achieve the objectives of the Association.

### 4) MEMBERSHIP

- (i) Membership shall be open to anyone who has an interest in assisting the Association to achieve its aim and is willing to adhere to the rules of the Association.
- (ii) Where it is considered membership would be detrimental to the aims and activities of the Association, the Executive Committee shall have the power to refuse membership, or may

# WILMOT SOFTBALL ASSOCIATION

## CONSTITUTION

terminate or suspend the membership of any member by resolution passed at a meeting. Members shall have the right to appeal via an independent adjudicator determined by mutual agreement of the Executive Committee.

- (iii) Any member of the association may resign his/her membership by providing the Secretary with written notice.

### 5) EXECUTIVE COMMITTEE

- (i) The Association shall be administered by an Executive Committee of no less than three (3) Officers and no more than thirty (30) Officers and Directors, who must be at least 18 years of age. Members will be elected for a period of up to two years but may be re-elected at the Association's AGM.
- (ii) The Association will have no more than five (5) Directors at Large. Directors at Large will not hold any voting rights but are welcome to attend executive meeting and provide input into decisions.

### 6) OFFICERS(\*) and DIRECTORS

- (i) The Association shall have an Executive consisting of:

The President\*

The Past President\*

1<sup>st</sup> Vice President\*

2<sup>nd</sup> Vice President\*

3<sup>rd</sup> Vice President\*

The Treasurer\*

Communications Chair\*

Chair of Registration\*

Chair and Vice Chair of scheduling

Chair of Blastball, Coach Pitch and T-ball

Chair and Vice Chair of Local leagues

Chair of Select

Chair of Player Development

Chair of Coach Development

Chair and Vice Chair of Umpires

Chair of Fundraising

Chair of Equipment

Chair of Uniforms

Chair of Sponsorship

Tournament Chair

Awards and Community Coordinator

# WILMOT SOFTBALL ASSOCIATION

## CONSTITUTION

Volunteer Chair

Adult League Chair

NW League Chair

And any additional members the Association deems necessary at the meeting required to carry out the required activities (Directors at Large and Booster Club).

### 7) MEETINGS

- (i) The committee shall meet at least six times a year. Meetings shall enable the Association to discuss actions and monitor progress to date, and to consider future developments.
- (ii) All members shall be given at least fourteen (14) days' notice of when a meeting is due to take place, unless it is deemed as an emergency.
- (iii) Two-thirds of committee members must be present in order for a meeting to take place.
- (iv) It shall be the responsibility of the President to chair all meetings or a designated deputy in his/her absence. Minutes must be kept of all meetings and accessible to interested parties.
- (v) The AGM shall take place no later than three months after the end of the financial year. At least fourteen (14) days' notice must be given before the meeting takes place.
- (vi) All members are entitled to vote at the AGM. Voting shall be made by a show of hands on a majority basis. In the case of a tied vote, the President or an appointed deputy shall make the final decision.

### 8) FINANCE

- (i) Any money acquired by the Association, including donations, contributions and bequests, shall be paid into an account operated by the Treasurer in the name of the Association. All funds must be applied to the objects of the Association and for no other purpose.
- (ii) Bank accounts shall be opened in the name of the Association. Any deeds, cheques etc relating to the Association's bank account shall be signed by two (2) of the following committee members: President; Vice President(s); and Treasurer.
- (iii) Any income/expenditure shall be the responsibility of the Treasurer who will be accountable to ensure funds are utilized effectively and that the Association stays within budget. Official accounts shall be maintained, and will be examined annually by an independent accountant who is not a member of the Association. An annual financial report shall be presented at the AGM. The Association's accounting year shall run from 01 September to 31 August.

### 9) ALTERATION OF THE CONSTITUTION

- (i) Any changes to this constitution must be agreed by a majority vote at a special or the annual general meeting.

# WILMOT SOFTBALL ASSOCIATION

## CONSTITUTION

- (ii) Amendments to this constitution if made at the AGM will take place immediately if voted on by the majority in attendance at the AGM. Amendments made at a Special General Meeting will take place a minimum of 28 days from the following the communication.
- (iii) Dissolution of the Association must be conveyed to the Secretary formally in writing. The Secretary and other officers shall then decide on the date of a special general meeting to discuss such proposals. Any approved changes will be communicated to association members immediately but will not take effect for a minimum of 28 days following the communication.

### 10) DISSOLUTION

- (i) The Association may be dissolved if deemed necessary by the members in a majority vote at a special meeting. Any assets or remaining funds after debts have been paid shall be returned to their providers or transferred to local charities or similar Associations at the discretion of the Management Committee.

This constitution was adopted at the Inaugural Annual General Meeting held at Wilmot Recreation Centre on September 6<sup>th</sup>, 2017 by:

Dwight Brenneman – Past President

Mike Carey - President

Scott Soulliere - Treasurer

Dave MacKay – Administration Clerk

Jay Peacock – Vice President Boys Program

Chris Faulhafer – Vice President Girls Program

### References:

Ten Steps to Writing a Constitution. 14 June 2010. GRANTfinder Ltd.  
<<http://www.grantnet.org.uk/grantnet3/HelpfulReports/writingaconstitution.pdf>>.

How To Write a Constitution. 14 June 2010. National Federation of Atheist, Humanist and Secular Student Societies.  
<<http://www.ahsstudents.org.uk/static/downloads/resources/HowtoWriteaConstitution.pdf>>.

### Revisions:

The following changes were approved to be made at the AGM held on October 2<sup>nd</sup>, 2019.

Section 5 (II) added to define the role of a Director at Large

Section 6 (i) updated to reflect revised organizational structure

# **WILMOT SOFTBALL ASSOCIATION**

## **CONSTITUTION**

Section 9 (i) updated to allow changes to constitution and by laws at the AGM.

Section 9 (ii) amendments to constitution to take place immediately following the AGM.