

**CONSTITUTION
OF THE
NORTH WINNIPEG MINOR BASEBALL ASSOCIATION**

ARTICLE I - NAME

- (a) North Winnipeg Minor Baseball Association, hereafter also referred to as, the "Association", the "League", "NWMBA", and "North Winnipeg";
 (b) North Winnipeg Minor Baseball Association shall be incorporated as required.

ARTICLE II - OBJECTIVES

- (a) To promote the game of baseball and develop baseball skills for players residing in the Association area;
 (b) To co-ordinate baseball programs for the Community Centres within the Association area;
 (c) To cooperate with the Winnipeg Amateur Baseball Association (hereafter also referred to as "WABA" or "AAA"), and under the umbrella of the Manitoba Baseball Association (hereafter also referred to as "MBA").

ARTICLE III - MEMBERSHIP

- (a) The Association area shall be generally defined as being bordered on the South by the Assiniboine River; on the East by the Red River; on the West by St. James Street to Notre Dame Avenue to Brookside Blvd to the CPR Mainline; and on the North by the RM of West St. Paul, the RM of St. Andrews, and the City of Selkirk,
 (b) Membership shall be open to all Community Centres and area residents within the Association Area.

ARTICLE IV - GOVERNMENT

- (a) The affairs of the Association shall be administered by a Board of Directors, comprised of a representative from each of the Community Centres, a delegate from the Manitoba Baseball Association, the Executive, and League Conveners;
 (b) The Executive shall consist of the President, 1st Vice President (AAA), 2nd Vice President (AA), 3rd Vice President (A), Secretary, Treasurer, Umpire-in-Chief, MBA Representative, Registrar; and Media Officer.
 (c) The Executive shall be elected annually at the Annual General Meeting as per terms of office in Article XI.

ARTICLE V - MEETINGS

Notice of meetings and minutes created as a result may be mailed, emailed or any other viable notification All meeting dates, times, and locations may be subject to change.

(a) Annual General Meeting

The Annual General Meeting of the Association shall be held in the Fall, no later than November 15 of each year for the purpose of receiving reports of funds and progress, election of the Executive, Constitutional and By-law amendments and any other business deemed necessary for the operation of the Association. Notice of the Annual General Meeting (also known as the "AGM") shall normally be given verbally or in writing.

i) **Notice of Annual Meeting**

Notice of the Annual Meeting shall be mailed, emailed or any other viable notification to all members of the Board of Directors, and Executive Committee, and the General Membership at least fourteen (14) days prior to the meeting, and shall include the following agenda items:

1. *Welcome and Chairperson's Remarks*
2. *Confirmation of Quorum*
3. *Approval of the Agenda.*
4. *Minutes of previous meeting of membership*
5. *Business arising from the Minutes*
6. *Reports*
 - *President*
 - *Treasurer*
 - *1st VP*
 - *2ndVP*
 - *3rd VP*
 - *MBA Representative*
 - *Umpire-in-Chief*
 - *Registrar*
 - *Media Officer*
 - *Division/League Conveners*
7. *Question and Answer Period.*
8. *Resolutions - Constitution and By-law Amendments*
9. *Election of Directors*
 - *Nominating Committee report & further nominations*
10. *Appointment of Auditors for the ensuing year*
12. *New Business*
13. *Adjournment*

(b) **Monthly**

Regular monthly meetings of the Board of Directors may be scheduled each month as is required. Said meetings will be held for the purpose of planning, distribution of information including (but not limited to) registrations, umpire and coach certification sessions, schedules, presentation of Treasurer's report, any issue deemed important by the President, report by the MBA representative, and so on. Additional meetings may be called by the President.

(c) **Special**

Special meetings of the Board of Directors may be called by at least three (3) members of the Board, Notice of such meetings must be given to the members of the Board of Directors at least twenty-four (24) hours prior to the day of the meeting. Notice of said meeting may be mailed, emailed or any other viable notification.

(d) **Executive Meetings**

An Executive meeting may be called prior to a monthly Board of Directors meeting at the discretion of the President.

ARTICLE VI - QUORUM

- (a) Executive Meetings, a quorum shall be at least four (4) members,
- (b) Monthly Meetings, a quorum shall be at least one third (1/3) of the Board of Directors,
- (c) Annual Meeting, a quorum shall be at least one third (1/3) of the voting delegates.

ARTICLE VII - VOTING RIGHTS

- (a) At Executive Meetings each member will be entitled to one (1) vote. The Chairman shall vote only to break a tie and the results must be recorded in the minutes;
- (b) At Monthly Board Meetings each Executive Member and Board Director shall be entitled to one (1) vote;
- (c) At Annual General Meetings any individual residing within the defined Association boundaries shall be entitled to one (1) vote. In the event that any individual is applying for an elected position, they will be unable to vote during that position's election process. They are entitled to one (1) vote for any position that they are not applying for. Any individual residing outside the boundary may cast a vote with the permission of the voting delegates, i.e.: Affiliate Clubs;
- (d) Where the same person holds more than one (1) voting position, that person shall be entitled to one (1) vote.

ARTICLE VIII - ADMINISTRATION OF FUNDS

- (a) Any two of the President, Vice Presidents, Treasurer, and Secretary shall sign all cheques and instruments for the transfer of funds providing the two are not related and have same home address;
- (b) All funds shall be deposited in a saving account or a current account of a chartered bank or trust company;
- (c) All financial transactions shall be recorded in a ledger and a review of the financial statement shall be presented to the Annual Meeting
- (d) An Audit Committee may consist of three members at the discretion of the Executive. One (1) trustee may be elected at the Annual General Meeting for a one year term;
- (e) The fiscal period for the NWMBA shall be January 1 to December 31.
- (f) The Treasurer to provide a copy of criminal record check upon request.

ARTICLE IX - AMENDMENTS TO THE CONSTITUTION AND BY-LAWS

The Constitution may be amended by a two-third (2/3) majority of the voting delegates at the Annual General Meeting. By-laws may be amended at the AGM or monthly meetings and require a two-third (2/3) majority of voting delegates.

ARTICLE X - NOMINATING COMMITTEE

The Nominating Committee may be comprised of up to three (3) people and shall include at least one (1) member at large who is not presently on the Executive. Nominations for Executive positions shall be presented to the Board of Directors at the Annual General Meeting.

ARTICLE XI - TERMS OF OFFICE

- (a) Terms of office on the Executive shall normally be for two years. The President, 2nd Vice President, 3rd Vice President, Umpire in Chief, and Media Officer shall be elected for a two year term in the odd calendar years, i.e. 2015. The 1st Vice President, the Treasurer, the Secretary, the Registrar shall be elected in the even calendar years, i.e. 2016;
- (b) The position of MBA Rep on the NWMBA Board will be an appointed position by 2/3 NWMBA Board vote. Interested individuals will notify NWMBA of their interest in this position.
- (c) Any member of the Executive Committee or Board of Directors may be removed from office by a two thirds (2/3) vote of the Board of Directors and Executive Committee;
- (d) The Executive Committee shall have the right to fill vacant positions during the annual term of office by appointment via a two thirds (2/3) vote.
- (e) Any members must serve a minimum of two (2) years on the board prior to being elected to either President or Treasurer positions unless unanimous approval of the board.

ARTICLE XII - LIMITATION OF LIABILITY

Neither the Association, nor member Community Centres, shall be liable for injuries of players, nor person(s) traveling to and from, or participating in, Association sponsored activities.

ARTICLE XIII - OBSERVERS AT MEETINGS

All meetings of the Association shall be open to the public as observers. The Chairman of any meeting shall have the right to declare a closed Executive session to discuss matters of a sensitive nature.

ARTICLE XIV - ROBERTS RULES

All meetings of the Association shall follow Robert's rules for parliamentary procedures. The League shall have available a current copy of "Roberts Rules of Order".

ARTICLE XV - DISSOLUTION

Upon dissolution of the Association, all remaining funds and assets to be turned into MBA within 5 working days by the last Treasurer of record. This would not include amalgamating with any other Association, where the assets would be taken to the new Association created.

**BY-LAWS AND GAME RULES
OF THE
NORTH WINNIPEG MINOR BASEBALL ASSOCIATION**

ARTICLE I - OFFICIAL RULES

The current official rules of Baseball Canada shall apply except where specifically exempted by the MBA Handbook and the Associations Constitution and By-laws.

ARTICLE II - DUTIES OF THE EXECUTIVE COMMITTEE AND BOARD MEMBERS

Executive Committee

The Executive Committee shall:

- (a) Include the President, 1st Vice President, 2nd Vice President, 3rd Vice President, Treasurer, Secretary, Umpire-In-Chief, MBA Representative, Registrar, and Media Officer
- (b) Set the policies of the Association with Board concurrence, and will be responsible to see policies are adhered to;
- (c) Respond to emergency issues when required and report details and decisions to the Board;
- (d) Set annual team registration fees and game schedules;
- (e) Hear appeals referred from the Umpire-In-Chief; and
- (f) Appoint Members at Large, Umpire Assignor, and League Conveners.

President

The President shall:

- (a) Preside at meetings of the Executive Committee and the Board of Directors;
- (b) Represent the Association and communicate policies and decisions to external parties as required;
- (c) Sit on all committees of the Association an ex-officio member;
- (d) Carry signing authority for the management of Association funds with the Treasurer, Secretary, or Vice Presidents;

1st Vice President (AAA)

The 1st Vice President shall:

- (a) In the absence of the President or in the event of inability to act, shall have and exercise all authorities of the President;
- (b) Shall be responsible for the "AAA" Program;
- (c) Be responsible to the Board for AAA Coaches' certification and registration programs;
- (d) Act as the coordinator of League Conveners and scheduling;
- (e) Be responsible for coach selection in AAA programs;
- (f) Accept those duties assigned by the President.
- (g) Shall administer all funds of the AAA program and have joint signing authority with an appointed individual associated with the AAA program
- (h) Shall be responsible to report annually all AAA finances subject to board review

2nd Vice President (AA)

The 2nd Vice President shall:

- (a) In the absence of the President and the 1st Vice president or in the event of their inability to act, shall have and exercise all authorities of the President;
- (b) Accept other duties as may be required by the Executive Committee;
- (c) Be responsible to the Board for operating the AA program as per the AA terms of reference, i.e. assist with the selection of coaches and their certification, set annual AA player registration, assist with winter camps and tryouts.

3rd Vice President (A)

The 3rd Vice President shall:

- (a) In the absence of the President and the 1st or 2nd Vice president or in the event of their inability to act, shall have and exercise all authorities of the President;
- (b) Accept other duties as may be required by the Executive Committee;
- (c) Be responsible to the Board for operating the A program as per the A terms of reference, i.e. assist with the selection of coaches and their certification, set annual A player registration, assist with winter camps and tryouts.

MBA Representative

The Manitoba Baseball Representative shall:

- (a) Represent NWMBA at various Manitoba Baseball meetings and functions;
- (b) Participate in Manitoba Baseball discussions and voting processes;
- (c) Provide accurate and timely feedback of Manitoba Baseball discussions, votes and information to the NWMBA Board.

Treasurer

The Treasurer shall:

- (a) Shall administer all funds of the Association through a recognized chartered bank or trust company;
- (b) Report at Regular Meetings of the Executive Committee, and the Board of Directors all account balances;
- (c) Carry signing authority with the President, Vice Presidents or Secretary for the payment of accounts;
- (d) Report all routine Accounts Payable at each meeting of the Board of Directors and report Special Accounts Payable to the Board of Directors for approval prior to payment;
- (e) Accept other duties as may be required by the Executive Committee.
- (f) Provide a copy of criminal record check upon request.

Secretary

The Secretary shall:

- (a) Be responsible for recording and distributing Minutes of all meetings of Executive Committee and the Board of Directors;
- (b) Maintain records of all Association Correspondence, the Constitution, By-laws, League Reports and Committee reports;
- (c) Revise the Constitution and By-laws when approved by the Executive Committee and the Board;
- (d) Notify the Executive Committee, the Board, and League Conveners of meetings when called;
- (e) Prepare Agenda for the AGM, and other meetings; and
- (f) Accept other duties as may be required by the Executive Committee.

Umpire-In-Chief

- (a) Be responsible to the Board for Umpire Certification and Registration programs,
- (b) Assist the Umpire Assignor for games under jurisdiction of the Association,
- (c) Recommend to the Board of Directors any changes in Umpire fee schedules,
- (d) Have the authority to recommend any Assignor whose responsibilities will be the assigning of umpires to all games under the jurisdiction of the Association, and
- (e) Hear appeals and rule on same with the right to refer to the Executive Committee.

Umpire Assignor (Appointed by the Board)

The Umpire Assignor shall:

- (a) Coordinate with the Umpire-in-Chief the assigning of all umpires for league play-off and tournament play,
- (b) Forward a record of umpire assignments to the treasurer for payment and the Executive Board for information,
- (c) Assist the umpire-in-chief with other duties as required.

Registrar

The Registrar shall:

- (a) Provide Baseball Manitoba complete team, player and coaches registrations.
- (b) Conduct an annual audit of all North Winnipeg Minor Baseball coaches' certification and training as required by Baseball Manitoba.
- (c) Forward all team and player registration documentation to the NWMBA Treasurer and Baseball Manitoba as required.

Media Officer

The Media Officer shall:

- (a) Control, edit, and monitor all media content on the NWMBA website and all NWMBA social media outlets
- (b) Be part of the Media Content Committee consisting of at least two (2) additional NWMBA Board members (including one (1) Executive). This committee shall determine all content of posted NWMBA media including but not limited to notices, postings, advertising, achievements, results, schedules, acknowledgements, etc

League Conveners

League Conveners shall:

- (a) Receive the statistical information (Win/Loss Records - Runs For/Against) from the Coaches of the teams within their Division;
- (b) Provide a written report to the League on a bi-weekly basis the statistical information (Win/Loss Records - Runs For/Against) of the teams within their Division;
- (c) Notify the coaches of the teams within their Division when an Association and/or Coaches meeting is being called.
- (d) Receive the original copy of all game sheets complete with signatures and game officials comments;
- (e) Maintain the pitching records of teams to ensure pitching regulations are being followed for their respective divisions;
- (f) Provide a written report to the League Treasurer on a bi-weekly basis regarding teams within their Division that have defaulted games for any reason;
- (g) Be a member of any discipline committees as required; and

- (h) Must attend all City Wide meetings where applicable. *Past President*
 (a) The Past President shall perform such duties as assigned by the President,
 (b) May chair the Nominating Committee for the AGM.

NWMBA Board Members (also known as "Directors")

- (a) Each Community Centre within the prescribed area shall appoint one member with full voting rights to the Board of Directors of the Association, and
 (b) Where the same person holds more than one (1) voting position, that individual shall be entitled to one (1) vote.

Manitoba Baseball Association (also known as "MBA")

The Executive Director of the MBA or his designate shall be an ex-officio member of the Board of Directors.

ARTICLE III - FEES and HONORARIUMS

- (a) Team registration fees shall be established by the Executive prior to the start of each season;
 (b) Umpire game rates shall be established by the Executive prior to the start of each season;
 (c) Honorariums, as determined by the Executive, shall be set prior to the start of each season; and
 (d) Positions entitled to receive honorariums shall be determined by the Executive prior to the start of each season.

ARTICLE IV - DIRECT ENTRY TEAMS

The Association will have sole authority to designate how many teams from each level (A, AA, AAA) will represent the Association at MBA sanctioned competitions (cities and provincials).

AAA Teams

- (a) The Association may elect to enter one team at each age level as entry to the Winnipeg 'AAA' Amateur Baseball Association to play at the 'AAA' level. Individuals playing in the 'AAA' League will not be eligible for NWMBA play at 'AA' or 'A' levels;
 (b) AAA teams will be under the jurisdiction of the 1st VP;
 (c) Players living within the boundaries of the Association must register with the Association prior to attending the tryouts;
 (d) Teams shall be selected on the basis of formal tryouts with recorded rankings of each player attending a minimum number of tryouts. Players cut from 'AAA' tryouts may obtain a transfer from the Executive permitting them to attend 'AAA' tryouts in another association within Winnipeg;
 (e) AAA teams shall be known as the North Winnipeg Pirates;
 (f) Further information and requirements on the 'AAA' program shall be set forth in The North Winnipeg Pirates Terms of Reference and will be reviewed annually; and
 (g) AAA teams shall be formed by the third Sunday of April annually.

AA Teams

- (a) AA teams may be entered into the direct entry program at the discretion of the Executive;
- (b) AA teams will be under the jurisdiction of the 2nd VP;
- (c) All players must be registered with the Association prior to attending tryouts;
- (d) The number of AA teams in each age category shall be determined by the number of registrants in each age group at the discretion of the Executive;
- (e) Tryouts in each age category will be held by mid-April with recorded rankings for each player,
- (f) Players released from AA tryouts shall return to A teams;
- (g) Hosts sites of AA teams shall be determined by the Executive; and
- (h) Teams shall be formed by the third Sunday of April.

A Teams

- (a) All players shall be registered with the Association prior to being placed on a team;
- (b) A teams shall be formed in the Rally Cap, 9U (Grand Slam), 11U (Mosquito), 13U (Pee Wee), 15U (Bantam) and 18U (Midget) age categories;
- (c) The number of teams shall be determined by the number of registrants in that age category; and
- (d) Hosts sites of A teams shall be determined by the Executive.

ARTICLE V- NWMBA LEAGUES

Teams shall be comprised of five age groups based on the age of the player in the current calendar year. Teams shall include:

- (a) Rally Cap – 7 years of age and under
- (b) 9U (Grand Slam) - 9 years of age and under,
- (c) 11U (Mosquito) - 10 and 11 years of age,
- (d) 13U (Peewee) - 12 and 13 years of age,
- (e) 15U (Bantam) - 14 and 15 years of age, and
- (f) 18U (Midget) - 16, 17, and 18 years of age.

ARTICLE VI - PLAYER REGISTRATIONS

- (a) Player registration forms shall be supplied by the Association to the AAA, AA and community centers to be completed by players at the time of registration;
- (b) All eligible players must be registered by the third Tuesday of March annually. Any team adding a player to the roster which is subsequently not approved shall forfeit in any game in which the ineligible player participates;
- (c) Any player registering late must receive Executive approval. Late registrants will be placed on a waiting list to be placed on an A team;
- (d) Birth dates of all players must be confirmed with proper documentation;
- (e) All players must reside within the designated areas and must register through their Community Club. Exceptions shall be subject to the approval of the Executive;
- (f) All transferred players must be approved by the President and Secretary of the Association;
- (g) The Executive shall have final authority over player registrations.

ARTICLE VII - TEAM REGISTRATIONS

- (a) Community Club teams at 'AA' and 'A' levels shall normally be assigned by the Executive;
- (b) Each Community Centre may apply to register of more than one team in each age category;
- (c) The Executive shall have final authority for all team registrations, including the right to assign one or more teams to Community Centre;
- (d) All team rosters consisting of a minimum of nine (9) players with confirmed birth dates shall be submitted to the Registrar and retained as a permanent record from year to year.

ARTICLE VIII - PLAYING FIELD AND EQUIPMENT

- (a) Regulations relating to the playing field and equipment and uniforms shall be consistent with the official rules of Baseball Canada;
- (b) Playing field conditions shall be the responsibility of the host team in co-operation with the Community Club.

ARTICLE IX - SCHEDULES

The Executive Committee shall prepare a game schedule for each League and distribute them to Team Managers and Coaches at the beginning of each season.

ARTICLE X - COACHES AND UMPIRES

- (a) All head coaches and assistant coaches must meet MBA requirements;
- (b) All umpires must be certified by the MBA and approved by the umpire – in – chief;
- (c) All coaches, managers and team officials must complete Child Abuse Registry forms.

ARTICLE XI - FORFEITURES and PROTESTS

- (a) For any protest involving violation or interpretation of playing rules in league play, the Manager or Coach must notify the Umpire at the time of the infraction and submit a written report to the League Convener within forty-eight (48) hours of the game in question with a fifty (\$50.00) dollar deposit. The deposit will be returned if the protest is upheld. If the protesting team fails to include the deposit, the game shall stand as played.
- (b) All protests must be registered on the game sheet regardless of the outcome of the game;
- (c) The Protest Committee shall be comprised of three (3) representatives of the Association as appointed by the Executive;
- (d) All game forfeitures shall be subject to the current official rules of Baseball Canada and/or special rules as per MBA Handbook.

ARTICLE XII - APPEAL PROCEDURES

- (a) Any decision made by the Protest Committee may be appealed in writing to the Executive Committee within seventy-two (72) hours following the decision. The appeal shall include an additional deposit of fifty dollars (\$50.00);
- (b) The Executive Committee shall convene a special meeting to hear the appeal. This shall include in addition to the Protest Committee, an Area Association delegate and a minimum of three (3) members of the Executive Committee. Officials of the teams and the Umpires involved must attend. The Protest Committee shall not vote on the question. The decision of the Executive Committee shall be final.

ARTICLE XVII - TEMPORARY PLAYERS, PLAYER TRANSFERS AND AGE ADVANCES

- (a) During regular season and prior to League play-offs, all league rules shall prevail,
- (b) AAA teams using temporary players may draw from AA, A, or next lower age category, AA may draw from an A or lower age category and A teams may draw from a lower age category. Players used by a team from a lower category without prior approval from the player's coach shall result in an automatic default of the game,
- (c) Any temporary players must be noted as (T.P.) on line up sheet. Temporary players may not pitch except at midget to midget call ups,
- (d) Players may be age advanced with the approval of the Executive and the written permission of the player's parents,
- (e) Any player requesting age advancement must place in the top third of the eligible players.

ENACTED the 10 day of January, 2021.

Boyer Langdon _____
President Secretary

WITNESS the Seal of the Corporation: "Corporate Seal"

Approved at the Meeting of the NWMB on Jan 10, 2021.
Date (MMDDYYYY)

Boyer Langdon _____
Secretary

ARTICLE XIII - GAME RECORDS AND STATISTICS

- (a) The Registrar shall supply all teams with game sheets;
- (b) For regular league and play-off games, all players registered with each team shall be listed – last name, first initial - opposite their uniform number on the official line-up sheet. If two or more team members have the same last name and first initial, full names are required;
- (c) An official line-up sheet listing all registered players shall be completed by each team and shall be presented to the umpire and the opposing team official prior to the commencement of the game;
- (d) Umpires must submit an official game sheet properly signed by coaches, managers, and umpires to the umpire assignor or the umpire may forfeit game fees. Reports of game incidents must be completed by umpires on the reverse side of the line-up sheets (including protests, player or coach expulsions, field conditions, etc.). Umpires must include a separate signed report regarding game incidents including protests or player or coach expulsions giving a detailed account of the incident in question.

ARTICLE XIV - POSTPONED AND EXTRA GAMES

- (a) League Conveners shall have the power to postpone games and reschedule dates for games to be replayed for any valid reason,
- (b) A team official may request the League Convener to postpone a game for valid reasons (e.g. school graduation). The Convener must give forty-eight (48) hours notice to the opposing team. This does not include postponements because of weather or field conditions. All games postponed shall be scheduled within seven (7) days of the postponements. After this period the Convener shall have the authority to re-schedule the game.

ARTICLE XV - DISCIPLINE

- (a) The manager and coaches of each team shall be responsible for the conduct of their players, parents and fans during regular Association sponsored activities,
- (b) Any team official, player, parent or fan involved in fighting or instigating a fight shall be automatically suspended and the case reviewed by the League Convener and Executive Committee,
- (c) Any team official, player, parent or fan who persists in challenging the rulings of the Umpires(s), or uses profane, racist or abusive language shall be ejected from the game. Play will not resume until the ejected person leaves the ball park. This will be reported to the League Convener by the Umpire,
- (d) League Conveners shall have the authority to suspend any coach, manager, trainer, players, parents or fans for a maximum of three games. Additional suspensions may be authorized by the Executive Committee.

ARTICLE XVI - NWMBA SCHEDULES AND PLAY-OFF

- (a) All League schedules shall normally be a minimum of twelve (12) games. Exceptions shall be subject to the approval of the Executive Committee.
- (b) The Executive shall have full authority for the league playoff format:
- (c) Tournament pitching rules to be in effect as per MBA rules.