

# Kindersley Minor Ball Constitution

Last Updated: 2019 Kindersley Minor Sports, Annual General Meeting

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## **Article 1 – Name**

**1.1** This organization shall be called Kindersley Minor Ball.

## **Article 2 – Board of Directors**

**2.1** The Board of Directors shall consist of the following:

*Executive members* - President, Vice President, and Secretary Treasurer.

*Directors* – Blast Coordinator, Prep Coordinator, Rally Cap Coordinator, Mite Coordinator, Mosquito Coordinator, Squirt Coordinator, Pee Wee Boys Coordinator, Pee Wee Girls Coordinator, Bantam Boys Coordinator, Bantam Girls Coordinator, Midget Boys Coordinator, Midget Girls Coordinator, Umpires Coordinator, Facilities Coordinator, Equipment Coordinator, and Skills Development Coordinator.

**2.2** The Board of Directors duties are, but not limited to: attending meetings, help out with registration night, get coaches for league teams, assist in picking fair and equal teams, hold a parent meeting in your division at the beginning of the season, address parent and coach concerns, endeavor to find answers and enlist help of Minor Ball Board if you need to, assist the coaches in getting volunteers for assistant coaches, booth coordinator, tournament coordinator, uniform coordinator, umpire coordinator, and phoning person, get a list of umpires to the coaches, invite the coach/coordinator supper, let the coaches know when and where to pick up equipment and uniforms.

**2.3** The President shall preside at meetings of Kindersley Minor Ball.

**2.4** Every Director and Executive Member shall act honestly and in good faith to promote the objectives with the best interest of Kindersley Minor Ball.

**2.5** The Board of Directors may appoint Executive Members to vacant positions and the Executive Members may appoint Directors to vacant positions with a majority vote.

**2.6** The Board shall have the authority to remove an Executive Member or Director for conduct unbecoming of a member by two thirds majority vote. The board shall be solely entitled to determine what constitutes “conduct unbecoming of a member of the Executive or Directors”. This must be by a two thirds majority vote, with all Executive and Directors being polled.

## **Article 3 – Aims & Objectives**

**3.1** To promote, govern and improve minor ball in Kindersley and surrounding area for the good of all players.

**3.2** To foster a community spirit among members, supporters and teams and to increase the interest of the game ball in Kindersley and surrounding area.

## **Article 4 – Duties & Powers**

*The Board of Directors shall have the following duties & powers:*

**4.1** Govern and manage the affairs of the organization such that the objectives of the organization are carried out.

**4.2** Decide on the cost of player fees, and the amount of volunteer hours required for the upcoming ball season.

**4.3** Discipline its members for conduct unbecoming of a member.

**4.4** Every Director and Executive Member shall act honestly and in good faith with a view to the best interest of the organization.

**4.5** Make choices regarding coaching in all divisions of baseball and softball, requiring each coach to be voted in by the Board of Directors and request criminal records check.

## **Article 5 – Meetings**

**5.1** Meetings will be called by the President.

**5.2** No less than 7 combined Executive Members and Directors will constitute a quorum for a meeting.

**5.3** All motions brought forth at a meeting shall require a majority vote for the motion to pass.

**5.4** Each Executive Member and Director is entitled to one vote for each motion.

**5.5** Each Executive Member and Director is expected to respect confidentiality during meetings.

## **Article 6 – Membership**

**6.1** The membership of the association shall consist of playing and non-playing active Baseball Sask. and Softball Sask. members, their parents or legal guardians, and the Kindersley Minor Ball Board of Directors.

## **Article 7 – Operating Rules**

**7.1** The Organization shall be governed by Baseball Sask. and Softball Sask. rules, and the Kindersley Minor Sports Constitution.

**7.2** The fees will be assessed by the Minor Ball Board of Directors on an annual basis.

**7.3** The Minor Ball Board will endeavor to enter into a contract with the Town of Kindersley regarding maintenance of the ball diamonds each year.

**7.4** Players may only register with one team.

**7.5** Only players registered with Kindersley Minor Ball may participate in evaluations, tryouts, practices and games.

**7.6** Team rosters in all divisions must carry a minimum of 9 and a maximum of 18 players per team. The exception to this is Blast Ball which may have teams fewer than 9 players.

**7.7** The final roster must be submitted to Kindersley Minor Sports Office or the President of Kindersley Minor Ball 5 business days before the registration deadline. Prior to this date, players may be added or deleted.

**7.8** All players must play within the division specified for their year of birth. Exceptions to this may be made upon a receipt of a detailed written request accompanying paid registration. Requests accompanying late registrations will not be considered.

**7.9** Any player that is of age to play on a Kindersley Minor Ball team, will be required to play on the Minor Ball team, even if the Minor Ball team is playing in a “Junior”, “Senior” or any other over age league. (Example: Midget aged kids will not be allowed to play on the other teams in the FVBL Sr. League).

**7.10** A late registration will be defined as being received in the Kindersley Minor Sports Office after the final advertised date of registration. A late registration will be further defined as an unpaid registration once the registration deadline has passed. Late registrations received by Kindersley Minor Ball will be clearly marked LATE on the registration form.

**7.11** Late registration deadline will be 5:00pm on the 2nd Friday of April.

**7.12** Any registration received after 5:00pm on the 2nd Friday of April, must be brought forth to the Kindersley Minor Ball Board of Directors and upon voting, receive majority approval to be eligible to register.

**7.13** The Kindersley Minor Ball Board will make coaching selections for each season and notify selected coaches by April 20th.

**7.14** Coaches must see that all players participate on an equitable basis.

**7.15** Coaches are responsible for the conduct of players, team officials and fans.

**7.16** Coaches must not use their position for personal gain in any way shape or form.

**7.17** All teams must submit a list of sponsors to be solicited to Kindersley Minor Sports Office prior to solicitation to avoid duplication for solicitation.

**7.18** All teams shall account for all money raised and submit a financial statement to the parents or guardians of the team by August 31 of that year. A copy of such statements must be produced to the Board of Directors upon request.

**7.19** Any monies collected on behalf of a team may not be used for personal financial gain by parents, coaches, managers, etc.

**7.20** Any requests for additional equipment must be made to the Minor Ball President or the Equipment Coordinator. Failure to do so will result in non-payment of the bill.

**7.21** Coaches are responsible for the well-being and timely return of all equipment. If any equipment is lost or broken, the coach will report such to the President or Equipment Coordinator in a timely manner.

**7.22** Any equipment purchased for a team with money received from a sponsor becomes the property of Kindersley Minor Sports. Sponsorship monies are donated to a team, not to a coach. Any equipment acquired in this fashion is to be accounted for at the end of the season.

## **Article 8 – Formation of Provincial and Tournament Teams**

**8.1** Teams may be chosen by May 15 of the current season

**8.2** Coaches wishing to coach a team must have the required qualifications prior to application.

**8.3** Anyone wishing to coach a provincial or tournament team must apply in writing to the Kindersley Minor Ball Board of Directors by leaving or mailing a letter of interest to the Kindersley Minor Sports Office or to a member of the Board of Directors.

**8.4** Provincial or tournament team play may not interfere with league play.

**8.5** Teams must hold a minimum of two tryouts before making any cuts.

**8.6** In the event players from another community are necessary to field a team, they will be exempt from Kindersley Minor Ball fees, and the President of Kindersley Minor Ball must be notified to the intent to recruit out of town players.

**8.7** Kindersley Minor Ball players must not be discouraged from trying out, or be cut in favor of out of town players.

**8.8** Players from other communities may only be contacted after the first two tryouts for the team are complete and not enough players have shown interest.

**8.9** Any player who declines to play on a Kindersley Minor Ball provincial team, (by either checking NO on the registration form, or by checking YES on the registration form and then declining at a later date), will NOT be eligible for a release to play provincials in another town.

**8.10** After the team is picked, if there is a situation where the team will be missing players from the original picked team roster, the coach may pick up players from the division, or a lower division (regardless of whether they originally tried out for the team), but only until the number of players is equal to the number of players that were picked for the original roster.

## **Article 9 – Conflict Resolution**

**9.1** The proper process for conflict resolution will be as follows:

**Signed Letter – KMS office – KMB President – KMB Board of Directors**

**9.2** All complaints/recommendations (of any sort) must be submitted to the KMS office in the form of a signed letter to the Kindersley Minor Ball Board of Directors. The letter must clearly define the complaint/recommendation, the person (or persons) making the complaint/recommendation, and state a willingness to bring the complaint/recommendation forward (as a delegation) to the next scheduled KMB Board of Directors meeting.

**9.3** Complaint/Recommendation letters that are submitted to the Kindersley Minor Sports office, will be forwarded to the President of Kindersley Minor Ball. The President will then put the complaint/recommendation, and schedule a delegation from the person who filed the complaint/recommendation on the agenda for the next regular scheduled Kindersley Minor Ball Board of Directors meeting.

**9.4** Any complaints or recommendations that do not follow the proper process for conflict resolution may be viewed as harassment and reported to the RCMP if deemed necessary.

**Important Note:** The KMS Office Administrator IS NOT part of the conflict resolution process. Therefore when submitting your letter to the KMS office, if you discuss your issue with the Administrator, you will be considered to be not following the proper conflict resolution process and as per section 9.4, may be reported to the RCMP as harassment.

## Article 10 – Suspensions

**10.1** Any coach, assistant coach, manager, team official, parent, player, Executive Member or Director violating the Kindersley Minor Sports Constitution, Kindersley Minor Ball Constitution, or refusing to abide by the decision of the Board of Directors shall be suspended.

**10.2** Any coach, assistant coach, manager or team official may be suspended by the Kindersley Minor Ball Board for conducting themselves in a unsportsmanlike manner including but not limited to permitting betting or improper conduct, deliberately degrading the image of Kindersley Minor Ball, Kindersley Minor Sports and their representatives, using a player who is ineligible to play on that team, fighting with other coaches, managers, team officials or spectators.

**10.3** A discipline committee will be appointed by the President and will be made up of 3 Executive Members or Directors. No person involved with the problem shall be allowed to sit on the discipline committee. In the event three members of Kindersley Minor Ball cannot be appointed, the President will endeavor to find three independent members of Kindersley Minor Sports to sit on the committee.

**10.4** A discipline committee shall hear all matters of suspension or eligibility and shall decide the penalty (if any) will be imposed.

**10.5** The discipline committee shall direct the President to notify all parties involved in writing of the decisions of the discipline committee.

**10.6** The discipline committee will use the following as a guideline for suspension length, but also holds the right to skip the 1<sup>st</sup> or 2<sup>nd</sup> incident penalty, and enforce a stronger penalty, if they rule that the coinciding incident penalty is not a sufficient penalty for the nature of the violation.

**1<sup>st</sup> Offence. 7-day** suspension from all Kindersley Minor Ball Activities for the offending person.

**2<sup>nd</sup> Offence. 30-day** suspension from all Kindersley Minor Ball Activities for the offending person.

**3<sup>rd</sup> Offence. 365-day** suspension from all Kindersley Minor Ball Activities for the offending person.



## **Article 11 – Affiliate Player Rules**

**These rules apply for ALL GAMES, (league, exhibition, or tournament play), unless there are prior arrangements made within the league or the division, and approved by the KMB Board of Directors.**

**11.1** For teams in need of affiliate players within Kindersley Minor Ball or for teams in other towns, the following rules must be followed, and will apply to ALL GAMES (league, exhibition)

1. If the team is playing in a league, all league rules must be followed in regards to affiliate players.
2. An affiliate player may not take the place of a player on the affiliate team, so therefore may only be used if the affiliate team is short of players.
3. The affiliate team may only take a player from a younger division, unless other arrangements are made within the division and (if playing in a league), approved by the league.
4. If the affiliate team's game is to interfere with the original team's game or practice, there must be approval from the original team's coach before it is allowed.
5. If the affiliate player is going to pitch for the affiliate team, it must not interfere in any way with the players pitch count for the original team.
6. Any exception to these rules must be approved by the Kindersley Minor Ball Board of Directors, before it is allowed.

## **Article 12 – Player Release Rules**

**12.1** Any player that is coming from out of town to play for Kindersley Minor Ball, will require releases from their local Minor Ball Association, and also any other Minor Ball Associations deemed necessary by Baseball Sask or Softball Sask.

**12.2** If an out of town player becomes part of Kindersley Minor Ball (by way of a release from their local Minor Ball Association), then leaves Kindersley to play somewhere else, they will not be allowed to return to Kindersley Minor Ball for the remainder of their Minor Ball years.

**12.3** All releases must be voted on by the Kindersley Minor Ball Board of Directors, and will not be signed by the President until it receives a majority vote In Favour of the release.

## **Article 13 – Conflict of Interest Policy**

**13.1** All members of the Board of Directors, coaches, assistant coaches, managers, team officials, and team representatives are expected to arrange their private affairs in a manner that will prevent conflicts of interest from arising or appearing to arise. They should not place themselves in a position where they are under obligation to any person who might benefit from special consideration. Volunteers should not have an interest that could conflict or appear to conflict in any manner with the discharge of their duties and responsibilities. In the event that a potential conflict may occur, the Executive Member or Director, coach, assistant coach, manager, team official will be expected to remove him/herself from the situation, duly notifying the President immediately so a third party may carry out their duties in that instance.

## **Article 14 – Volunteer Hour and KMS Fundraising Requirements**

**14.1** Volunteer hours in Ball will be recognized as credit for the Volunteer Deposit Cheque submitted to Kindersley Minor Sports upon registration and therefore the cheque will only be cashed if the hours are not worked off, and may be worked off by any member of the registered players family or someone in lieu of a family member.

**14.2** Chances to work off Volunteer hours will be offered in the following order:  
KMS Board of Directors, KMB Board of Directors, KMB Coach, Assistant Coach, Manager, Diamond Parent, Bathroom Parent, Maintenance Work Bee Worker, Booth Shift Worker (NOT including your child's regular season home tournament), Provincial Tournament Worker.

**14.3** Special consideration for volunteer hour credit can be requested through a KMB Board Member and brought forth to the Kindersley Minor Ball Board for discussion and a vote on whether the volunteer time will be recognized.

**14.4** The following is a description of how volunteer hours and fundraising requirements are credited, based on the volunteer position fulfilled:

### **1. Kindersley Minor Sports Board of Director Members**

- a) Exempt from: Ball volunteer hours for all your children enrolled in Ball
- b) Required to sell: 0 books of KMS fundraising tickets for the entire year.

## **2. Kindersley Minor Ball Board of Director Members**

- a) Exempt from: Ball volunteer hours for all your children enrolled in Ball
- b) Required to sell: 1 book of KMS fundraising tickets per year for all your children registered with KMS. (Example: If you have 5 children registered in Ball, you are only required to sell 1 book of tickets per year. If your children then register in hockey or skating for the upcoming winter, you are exempt from selling fundraising tickets because you are only required to sell 1 book of tickets per year.

## **3. Kindersley Minor Ball Coaches, Assistant Coaches, Managers, Diamond Parents and Bathroom Parents**

- a) Exempt from: Ball volunteer hours for 1 child for the team you are volunteering with.
- b) Required to sell: 1 book of KMS fundraising tickets per child registered with KMS. (Example: If you have 5 children registered in Ball, you are required to sell 5 books of tickets per year. However, if those same 5 children then register in hockey or skating for the upcoming winter, you are exempt from selling fundraising tickets because you have already sold your 5 books of tickets for the year.

## **4. Kindersley Minor Ball Work Bee, Booth Shift, Provincial Tournament Helpers**

- a) Hours worked will be credited as 1 man hour worked is equal to 1 hour credited. (Example: If you are required to work off 6 hours of volunteer time, and the mother and father show up to a maintenance work bee, 6 hours of volunteer time would be worked off in 3 hours)
- b) Required to sell: 1 book of KMS fundraising tickets per child registered with KMS. (Example: If you have 5 children registered in Ball, you are required to sell 5 books of tickets per year. However, if those same 5 children then register in hockey or skating for the upcoming winter, you are exempt from selling fundraising tickets because you have already sold your 5 books of tickets for the year.

## **Article 15 – Amendments**

**15.1** Changes or amendments to the Kindersley Minor Ball Constitution may be requested by submitting written notice of the amendment to the President at least 7 days before a scheduled meeting of the Kindersley Minor Ball Board of Directors. A two thirds majority vote is required to adopt changes to the Kindersley Minor Ball Constitution. Individuals not able to attend a meeting where an amendment may be made, may vote contacting the President and submitting their vote in writing via email, fax or hand delivery.

**15.2** The Kindersley Minor Ball Constitution was adopted at a Kindersley Minor Sports Annual General Meeting, and **can only be amended or changed at a Kindersley Minor Sports Annual General Meeting.**

**15.3** Any amendments or changes must be voted on by the Kindersley Minor Ball Board of Directors, and then brought forth to a Kindersley Minor Sports Annual General Meeting for amendment.