

**BARRHAVEN MEN'S SLO-PITCH ASSOCIATION
CONSTITUTION AND BYLAWS
(DRAFT – Feb 20, 2022)**

The name of the organization shall be the "Barrhaven Men's Slo-Pitch Association" or "BMSPA" in its abbreviated form. The word "Association" in this document also refers to BMSPA.

MISSION STATEMENT

The aims of the BMSPA are to:

- provide an opportunity for adult male residents of Barrhaven and surrounding communities to play Slo-Pitch in a recreational, sportsmanlike environment;
- accommodate, as fully as practicable, the different skill levels of players in the community; and
- carry on its business without intention of profiting from its members.

1. ORGANIZATION

1.1. Association Executive

The BMSPA Executive will consist of an elected President, Treasurer, and Secretary and Website Administrator. Members must be registered players in good standing. Executive members are expected to act in the interests of the association, rather than representing their respective teams.

1.1.1 Election and Terms of Office for the Executive

Election of the Executive will be by a simple majority of the votes cast by the Team Captains and Executive members. Each team is allotted one vote and Executives cannot vote for themselves.

The terms of office for the members of the Executive shall be subject to renewal every two years. The team captains will vote to maintain the present Executive, or hold elections.

1.1.2 Duties of the Executive

The President shall:

- chair executive, captains', and general meetings;
- be responsible for liaising with external organizations, which can include but are not limited to the City, umpires, businesses and other leagues and associations;
- jointly, with the Treasurer, manage and administer the association's financial resources;
- maintain a players' waiting list and coordinate the placement of new players on teams;
- make decisions on rain-outs before commencement of games;
- assist with association marketing and publicity;
- chair any hearings relating to player ejections or disciplinary matters; and
- ensure that the Association Rules, Constitution and Bylaws are promoted and observed

The Treasurer shall:

- jointly, with the President, manage and administer the association's financial resources
- maintain the financial records for the association, including the preparation of annual budget and financial statements;
- attend the executive, captains', and general meetings;

- assist in the general duties of running the association efficiently and effectively;
- participate in hearings related to player ejections or disciplinary matters; and,
- ensure that the Association Rules, Constitution and Bylaws are promoted and observed

The Secretary shall:

- develop regular season and play-off schedules, and amend as required throughout the season
- prepare meeting minutes and association correspondence;
- maintain association files and records (i.e. contracts);
- attend the executive, captains', and general meetings;
- assist in the general duties of running the association efficiently and effectively;
- participate in hearings related to player ejections or disciplinary matters;
- assist with association marketing and publicity; and,
- ensure that the Association Rules, Constitution and Bylaws are promoted and observed.

The Website Administrator shall:

- maintain and update the association's web site as required, including ensuring schedules, standings and team contact information remain current;
- attend the executive, captains', and general meetings;
- assist in the general duties of running the association efficiently and effectively;
- participate in hearings related to player ejections or disciplinary matters;
- assist with marketing and publicity; and
- ensure that the Association Rules, Constitution and Bylaws are promoted and observed

1.2 Team Captains

Each team must designate a Team Captain. Captains must be registered players in good standing. Co-captains or alternate contacts are permitted, however each team is only entitled to a single vote on any issue presented at association meetings.

1.2.1 Election and Terms of Office for Team Captains

The procedures for selecting Team Captains or other team representatives are decided upon by the individual teams. Such procedures are independent of the BMSPA.

1.2.2 Duties of Team Captains

Team Captains shall:

- meet at the request of the Executive;
- notify their players of registration requirements;
- collect and provide all required documents, including the team roster, waiver form, and fees;
- demonstrate and promote sportsmanlike behaviour and fair play at all times;
- represent and vote on behalf of the players on their teams at captains' meetings;
- participate in and represent their players at disciplinary hearings; and
- ensure that the Constitution, Bylaws and Rules for the Association are understood and observed by their team players.

1.3 Members

Membership consists of all registered players within the association.

Members shall:

- demonstrate and promote sportsmanlike behaviour and fair play at all times
- be encouraged to approach any member of the Executive, when they feel the rules or bylaws are not being adhered to.

2. Participation in BMSPA

- 2.1 Membership in the BMSPA is comprised of male residents of Barrhaven and surrounding communities who were in good standing in the previous season. Membership for all players will be at the discretion of Executive.
- 2.2 Players must be a minimum of 18 years of age as of the first of May of the current season. New players may be asked by the Executive to provide proof of age.
- 2.3 All players must sign the team's roster in order to participate. This shall include the player's full printed name and signature. Spare players must sign the waiver form before playing.
- 2.4 Only players listed on a roster may attend the year-end banquet.
- 2.5 Each team shall carry a maximum of 20 players. It is recommended that a team have a minimum of 14 players, in order to account for absences throughout the season.
- 2.6 New players to the association will be placed on a waiting list until a team identifies itself as having room on their roster to accommodate a new player. Teams must accept any new player(s) assigned by the Executive.
- 2.7 A player is only eligible to play in the play-offs if that player participates in at least 50% of the regular season games. Team Captains are responsible for documenting the player's participation in the association.
- 2.8 Rosters and team fees must be collected prior to the commencement of the season, or by a deadline established by the Executive. Failure to comply will result in the team or player being suspended from participating until the fees are paid in full. Individuals with extenuating circumstances may apply directly to the Executive for extensions. All such applications will be addressed on a confidential, case-by-case basis.
- 2.9 The President, Treasurer, Secretary and Web Administrator are exempt from paying the yearly registration fee in recognition for their time and effort expended to manage the association.
- 2.10 The BMSPA seeks to provide a safe, fun activity for any who wish to participate. Racism and discrimination of any sort shall not be tolerated. Offenders will be subject to disciplinary measures, up to and including expulsion from the association without refund.

3. VOTING PROCEDURES

These procedures shall apply to all Association meetings:

- A quorum will consist of two members of the Executive plus 50% of the Team Captains.
- All Team Captains and the Executive are entitled to one vote.
- Voting will be conducted after a motion has been proposed and discussed to the satisfaction of the President.
- At the discretion of the President, the vote may be conducted verbally, by a show of hands, or by written ballot (including by email). The Secretary is responsible for recording the results of votes.
- Notwithstanding the result of a vote on any issue, the President may present an issue for a vote by all the association members. If the result of the association ballot differs from the result of a vote by the Executive and Team Captains, the result of the vote of the membership will take precedence.

4. AMENDMENT PROCEDURES

- The Executive and Team Captains may amend the Constitution, Bylaws and Rules through a yearly review.
- The Executive and Team Captains must agree upon proposed amendments to the Constitution, Bylaws or Rules prior to the start of the season.
- Any request for an amendment to the above must come from a Team Captain in writing and be addressed to the Executive.