



Southwestern Ontario Baseball Association

Creating a culture in which coaches, parents, fans, umpires,
and athletes work together to achieve our mission.

SWOBA Constitution

1.NAME

1.1.The name of the Association shall be the South Western Ontario Baseball Association and referred to in this document as the SWOBA.

2.OBJECTIVES

2.1.To promote baseball at Select Levels within the established boundaries of the SWOBA as detailed in the OBA Constitution.

2.2.To work with members to continue to grow baseball with the SWOBA.

2.3.To provide support to the Local Associations in the areas of Player, Coach and Umpire Development.

2.4.To be innovators and leader in baseball at the Provincial and National levels.

2.5.To ensure the well being of the Local Associations and preserve the integrity of the game.

2.6.To institute and regulate competition for SWOBA league play and determine representatives to the Provincial Championships.

2.7.To effectively communicate to the Local Associations changes in any rules, By Laws or constitutional amendments and any required in to participate in league play and tournaments at all levels.

2.8.To ensure that the SWOBA is a member and in good standing with all provincial, national and international associations in which the SWOBA chooses to participate.

3.MEMBERSHIP

3.1.Membership in the SWOBA shall be composed of such amateur Local Associations within the defined SWOBA boundaries that shall agree bide by and comply with the Constitution, By-Laws and rules of the SWOBA.

3.2.Members shall agree to abide this constitution and pay applicable fees and assessments as approved by the SWOBA.

3.3.All members of this SWOBA desiring to compete in any Affiliate Championship or Qualifier, Elimination Tournament or Provincial Championship through any of the SWOBA`s divisions at the local, regional, provincial or national levels must meet SWOBA`s and the division`s requirements and be in good standing.

3.4.New Local Associations seeking admission to the SWOBA must apply at the Annual General Meeting by sending in a list of their complete executive and their proposed boundaries along with the required affiliation fees. Their submission must be approved by a majority of votes cast by those eligible to vote at the Annual General Meeting. They shall come in on a trial basis for one year before being officially approved by a majority vote at the next Annual General Meeting.

3.5.Any new Local Association seeking admission to the SWOBA must have its own ballpark facility, distinct and separate from current SWOBA members and shall not play any of its games out of an existing member`s park unless permission is given to do so by the existing member.

4.BOUNDARIES

To be determined by the Executive Council and published as required.

5.SWOBA MANAGEMENT BOARD

5.1.The SWOBA Management Board is accountable to the Membership for the management of programs within the SWOBA. The members of the Board shall be the President, the Treasurer, the Secretary, the Registrar, the Life Members, the immediate Past President and the Chairs of Standing Committees.

5.2.Life membership can only be conferred at the Annual General Meeting on the recommendation of the Board for long, continuous and faithful service to the SWOBA .

5.3.Any Management Board Member who fails to attend three (3) consecutive monthly business meetings without reasons that in the opinion of the President are satisfactory, shall have automatically tendered their resignation. After two (2) consecutive misses, the offending member shall be so notified by the Secretary. Upon the offending member's inability to attend a third consecutive meeting without valid reasons, the Board may appoint a replacement.

6.PRESIDENT'S COUNCIL

6.1 A President's Council shall be formed with the SWOBA President as Chair and the Presidents of Local Associations as members.

6.2.The Council shall meet up to twice per year to provide advice and guidance to the SWOBA President on matters of strategic importance.

7.STANDING COMMITTEES AND WORKING GROUPS 7.1.The following

Standing Committees shall be created at each Annual General Meeting. Standing Committees may create sub-committees to help with the delivery of their mandate.....

7.1.1.Select Committee (Chaired by VP Senior Select Play & VP Junior Select)

7.1.2.1.Charged with managing the play of SOBA Select level baseball within SWOBA boundaries.

7.1.3.1.Charged with developing such policies and procedures as deemed needed to improve the quality of play at the Select level within the boundaries established by the President's Council

7.1.4.Policy and Procedures Committee (the board will recommend a VP of baseball)

7.1.4.1.Charged with reviewing and ruling on applications from a player to play with a team outside his/her Local Association.

7.1.4.2.Charged with reviewing and ruling on such supplementary discipline matters as may be referred to them.

7.1.5.Marketing and Communications Committee

7.1.5.1.Charged with the marketing of SWOBA and Local Associations to the general public with the aim of increasing registrations, and to commercial businesses with the aim of increasing revenues for SWOBA programs.

7.1.5.2.Charged with ensuring ongoing Communications between the SWOBA Management Board, Local Associations and other groups as appropriate.

7.1.6. Tournament & Special Events Committee

7.1.6.1.Charged with managing Tournament's and Special Events, normally through the establishment of Committee Working Groups.

7.1.6.2.Charged with overseeing the Annual SWOBA Awards Program.

7.1.7.Development Committee

7.1.7.1.Charged with establishing policies, programs and training materials aimed to enhance the development and retention of players, coaches and umpires.

7.2.Management Board Level Working Groups

7.2.1.Board Level Working Groups may be established by the Board for a specific time-limited task. Chairs and members of working groups may be selected from Board members, members of Standing Committees, Local Association representatives or the general public. (Examples of Working Groups include AGM Nominations, Constitutional Review)

8.STANDING COMMITTEE STRUCTURE AND MEMBERSHIP

8.1.Chairs (or VP)

8.1.1.Chairs are to be elected at each Annual General Meeting, subject to the Eligibility Requirements listed herein.

8.2.Committee Secretary

8.2.1.A committee secretary shall be elected at the first meeting of the Committee following the AGM and shall have duties as assigned by the Chair.

8.3.Committee Membership

8.3.1.Local Associations shall recommend committee members to the Chair no later than one month after each AGM. Local Associations are encouraged to nominate members to any Standing Committee but not all nominations can be accepted.

9.GOVERNANCE AND MEETINGS

9.1.The SWOBA Management Board is accountable to the membership for the strategic direction and annual management of the SWOBA. The Board shall approve an Annual Budget, oversee all Standing Committees and approve all input to provincial governing bodies. The Board will have final approval of By-Laws upon the recommendations of the Chairs of the Standing Committees.

9.2.The President will chair the Management Board

9.3. The Secretary shall provide notice of all Board meetings at least seven (7) days in advance. Board Members shall inform the Secretary of their inability to attend at least 72 hours prior to the scheduled meeting.

9.4. The Annual General Meeting shall be held on the 3rd Wednesday in October.

9.4.1. The Order of Business for the AGM shall be:

- Minutes of the Last Meeting
- Business Arising from the Minutes
- President's Report • Secretary's Report
- Standing Committee Reports
- Constitutional Amendments
- Announcements
- Election of Officers
- Appointments (Registrar, Life Members)
- Adjournment

9.4.2. The following Officers shall be elected at the AGM to a term of one year:

- President
- Vice President
- Secretary
- Treasurer
- Chairs of Standing Committees, including VPs Select and League

9.4.3. The President shall recommend the appointment of new Life Members for approval at the AGM.

9.4.4. The Registrar shall be appointed by the President at or shortly after the AGM.

9.5. Voting at the AGM shall be restricted to Local Associations in good standing. The number of votes per Local Association shall be based on the following formula:

- one vote per SWOBA member Association

9.5.1. The Local Association President will normally cast this vote unless specifically delegated by correspondence with the Secretary

10.DUTIES OF THE SPECIFIC ELECTED MANAGEMENT BOARD MEMBERS

10.1.President The President shall:

- Serve as Chairman of the Board
- Ensure the objective and goals of the SWOBA are carried out in accordance with the Constitution
- Develop a long term strategic Plan with input from the Association
- Act as the spokesperson for the SWOBA with Provincial Baseball Associations and elsewhere that a SWOBA position will be stated
- Report to the Annual General Meeting on the Activities for the past year
- Serve as ex-officio member of all committees

10.2.Immediate Past President The Immediate Past President shall:

- Assume the duties and functions of the President should the existing President become absent with delegating their responsibilities
- Assist the incoming Board through the transition period
- Chair the Annual General Meeting and the Election of Officers

VICEPRESIDENT–Management and Operations & Baseball

10.2.5 He/she will assist the President in supervising the full management and operations of the league.

10.2.6 He/she shall fulfill all duties of the President in the President's absence.

10.2.7 He/she shall be in contact of the Vice President of Select Baseball programs.

10.2.8 She/he may delegate any task regarding the management or operations select or programs to the Vice President Select.

10.2.9. He/she shall be a signing officer of SWOBA

10.2.10 He/she shall make a full report on the operations of the

select or programs, including financial disclosure, at the completion of the season.

10.2.11 He/she shall be a member of the disciplinary and protest committee, dealing grievance or misconduct arising during or out of any league competition or play.

Registrar

The Registrar shall:

- Act as registrar of teams and Local Associations for the SWOBA
- Recommend and develop registration policy and procedures to the SWOBA Board
- Oversee the registration process and procedures
- Co-ordinate all registration information
- Arrange and maintain all records required for registration Respond to any inquiries or complaints regarding registration and bring any unresolved issues to the attention of the Board
- Maintain up to date records of releases and imports

Treasurer

The Treasurer shall:

- Prepare the Annual Budget for approval by the SWOBA Board
- Recommend Financial Policies and Procedures
- Maintain accurate records of monies received and disbursed
- Prepare monthly and annual financial statements
- Collect all registration fees and reconcile registrations with fees ,manage Bank accounts, term deposits and other financial vehicles
- Co-ordinate applications for grants

.Secretary

The Secretary shall:

- Be responsible for all correspondence, directing all incoming correspondence appropriately and arranging for outgoing correspondence
- Ensuring accurate and permanent records of all meetings and proceedings of the organization are taken and maintained
- Monitor attendance of members at Board meetings and take appropriate actions

- Arrange for maintenance and storage of correspondence and other documents
- Arrange for meeting locations and provide notice of upcoming meetings
- Approve tournament hosting, umpire clinic hosting, coaching clinic hosting and championship hosting applications

UMPIRE INCHIEF

- a. He/she shall be responsible for the procurement and training of all umpires.
- b. He/she shall be responsible to ensure that all umpires are properly dressed and equipped to fulfill their umpiring responsibilities.
- c. He/she shall be responsible to supervise and evaluate all umpires during the course of the season
- .d. He/she shall be responsible to ensure that all players and coaches observe the rules of the game.
- e. He/she shall be responsible to ensure that the umpires are properly compensated and shall set the rates of compensation, subject to confirmation by the Executive

11.MANAGEMENT BOARD VACANCIES

11.1.Any vacancy, other than that of the President, may be filled by means of an appointment by the Board. Any such appointment must obtain a majority ratification vote by the Board.

11.2.A Presidential vacancy shall not be filled until the next immediate Annual General Meeting. The Immediate Past President shall assume all responsibilities of the President. Should the Immediate Past President be unable or unwilling to accept these duties, the Board shall appoint an interim President by majority vote.

12.ELIGIBILITY FOR ELECTION

12.1.Definition – a member of a Local Association is a person who has paid fees to that Local Association in order for his or her child to play baseball in the current year, or a person who is elected to the governing Executive of that Local Association, or a person who is a Life Member (or equivalent) of a Local Association.

12.2.A Local Association may nominate members of their Local Association.

12.3.A Board member or a Local Association may nominate one non-member of a Local Association to the Board, i.e. only one nomination in total for all elected positions.

12.4.No more than two non-members of Local Associations may be elected to the Board.

12.5.No more than two members from any one Local Association may be elected to the Board.

12.6.No Board Member may serve more than 4 one-year terms in one position.

13.ELIGIBILITY FOR APPOINTMENT

13.1.Any member of a Local Association in good standing or a member of the general public may be appointed by the Board to the position of Registrar or a member of a committee.

14.MEMBERSHIP RECALLS

14.1.All Board and Committee members must continue to meet all membership rules throughout their terms or be required to resign until such time as they once more become members in good standing. Appeals must be directed to the Ethics Committee.

14.2.When any member or member club whose standing is called into jeopardy by ten (10) or more voting members, it shall become the duty of the Ethics Committee to appoint an Ad Hoc Committee of Investigation and / or a Disciplinary Committee to determine the validity of these charges and to bring forth recommendations for the approval of the Board. Expulsion or requests for resignation must be approved by a 2/3 majority of the Board

15.LEGALITIES

15.1.Where there are omissions in procedures within this document they shall be ruled through the current issue of Robert's Rules of Order.

15.2.Where "he" is used, it should be noted that "she" or both could be used and

/ or substituted with no intent to discriminate.

15.3. Should the SWOBA fall into bankruptcy or cease to function, all rights, assets and properties shall be divided equally among the last remaining Local Associations who have maintained their good standing. SWOBA will be a not for profit entity.

15.4. Fiscal year shall be defined to start from the conclusion of the AGM on the Sunday of October each year and run until the conclusion of the next AGM on the 4th Sunday of the next year

15.5. Nothing in this document shall supersede or by inference, detract or break the law of the land. Should one section be declared null and void, the remaining sections shall continue to be valid.

Performance Bond

Performance Bonds are required of each and every team. Performance Bonds for teams entering into the SWOBA will be \$200.00. No later than 14 days prior to the Scheduling Meeting, all Performance Bonds for an Association MUST be in the possession of the SWOBA prior to the SWOBA Secretary approving of team applications, OBA sanctioned open or play-off tournaments. It is understood and agreed that while a performance bond or any part thereof is being held by the SWOBA, that the same shall be invested in trust for the Local Association/Direct Entry, filing the same in the name of the SWOBA, and it is understood and agreed that all interest accrued on such investments shall become the property of the SWOBA, which funds are to be used by the SWOBA at its Board's discretion for the maintenance and care of the SWOBA.

Insurance

All teams/clubs registered with the SWOBA shall purchase the OBA Liability and Accident Insurance through the SWOBA at a cost to be determined annually by the SWOBA Board, subject to cost adjustments made by the OBA. The cost shall be determined by the SWOBA Board following the establishment of the Insurance fee for the current year, by Baseball Ontario. Other teams within the boundaries of the SWOBA and registered with Member Local Associations, may also purchase the OBA insurance plan through the SWOBA at the cost noted above.