

Constitution

Zone 2 Softball



PASSED AND AMENDED:

February 22, 1998
October 21, 2001
October 5, 2003
October 17, 2004
October 16, 2005
October 7, 2008
October 6, 2009
September 13, 2011
September 15, 2015

Article 1. Name and purpose.

- 1.1. **The name of this organization shall be Saskatoon Minor Zone 2 Softball and may be officially referred to as “Zone 2 Softball” and shall be know commonly as the “Saskatoon Raiders”.**
- 1.2. **The purpose of this organization shall be:**
 - 1.2.1. To promote the sport of minor softball within the Zone.
 - 1.2.2. To provide an opportunity for boys and girls of Zone 2 Softball in the minor categories to play softball.
 - 1.2.3. To do such things as may be, from time to time, deemed appropriate by the Executive of Zone 2 Softball to carry out the purposes hereinbefore enumerated.

Article 2. Membership and Affiliation.

- 2.1. **Members in good standing are defined as those who have fully paid fees to Zone 2 Softball in the current season up until the beginning of registration for the following season; and those who have not been sanctioned by Zone 2 Softball for any reason.**
- 2.2. **Members shall consist of players and their families as well as duly elected Directors of the Zone 2 Board of Directors and Members of the coaching staff of any Zone 2 Softball in the previous season.**
- 2.3. **Membership in Zone 2 Softball is open to any player residing in the boundaries of Zone 2 as shall be set from time to time by the Saskatoon Minor Softball League (SMSL).**

Article 3. Directors and Executive.

- 3.1. **The Executive of Zone 2 Softball shall consist of the following Directors:**
 - 3.1.1. Zone Commissioner
 - 3.1.2. Zone Coordinator
 - 3.1.3. Secretary
 - 3.1.4. Treasurer
 - 3.1.5. Equipment director
 - 3.1.6. Tournament director (2)*
 - 3.1.7. Uniform and Clothing director
 - 3.1.8. Fundraising director
 - 3.1.9. Evaluations and Clinics director
 - 3.1.10. Communications director
 - 3.1.11. Learn To Play Coordinator (1)
 - 3.1.12. Learn To Play Coordinator (2)
 - 3.1.13. Member at Large (1)
 - 3.1.14. Member at Large (2)
 - 3.1.15. Member at Large (3)*
 - 3.1.16. Member at Large (4)
- 3.2. **The term of office for Zone Commissioner and Zone Coordinator shall be two (2) years. The Zone Commissioner shall be elected in odd years and the Zone Coordinator shall be elected in even years. These positions will be recommended to the SMSL.**
- 3.3. **Other executive positions shall hold the following terms:**
 - 3.3.1. Secretary – two (2) year term, elected at the zone 2 Softball Annual General Meeting in even years.
 - 3.3.2. Treasurer - two (2) year term, elected at the zone 2 Softball Annual General Meeting in odd years.
 - 3.3.3. Equipment director - two (2) year term, elected at the zone 2 Softball Annual General Meeting in even years.
 - 3.3.4. Tournament Director (2) – two (2) year term, elected at the Zone 2 Softball Annual General Meeting in even years;
 - 3.3.5. Uniform and Clothing director - two (2) year term, elected at the zone 2 Softball Annual General Meeting in odd years.
 - 3.3.6. Fundraising director - two (2) year term, elected at the zone 2 Softball Annual General Meeting in even years.
 - 3.3.7. Evaluations and Clinics director - two (2) year term, elected at the zone 2 Softball Annual General Meeting in odd years.
 - 3.3.8. Communications director - two (2) year term, elected at the zone 2 Softball Annual General Meeting in odd years.
 - 3.3.9. LTP Coordinator (2) – two (2) year term, elected at the zone 2 Softball Annual General Meeting in odd years;

- 3.3.10. Omit this position from Zone 2 Softball
- 3.3.11. Member at Large (1) – two (2) year term, elected at Zone 2 Softball Annual General Meeting in even years.
- 3.3.12. Member at Large (2) – two (2) year term, elected at Zone 2 Softball Annual General Meeting in.
- 3.3.13. Member at Large (3) – two (2) year term, elected at Zone 2 Softball Annual General Meeting in even years.
- 3.3.14. Member at Large (4) – two (2) year term, elected at Zone 2 Softball Annual General Meeting in odd years.

- 3.4. All officers shall be eligible for re-election. No Director may serve the same office for more than three (3) consecutive terms.**
- 3.5. Any vacancy occurring on the Executive shall be filled, for the balance of the term of such vacancy, by the Executive.**
- 3.6. Any Director may be removed from office, for cause, by the remainder of the Executive. In the case of the Commissioner or Coordinator, removal shall be recommended by the SMSL.**
- 3.7. Any person may hold no more than one (1) Executive position per term, except upon agreement by the Executive.**
- 3.8. Other committees of the Executive may be appointed as deemed necessary. At least one member of each committee shall be a Director of Zone 2 Softball.**

Article 4. Duties of the Executive.

4.1. The duties of the individual Directors, in general, shall be to:

- 4.1.1. Carry out the objectives of Zone 2 Softball as set out in Article 1.
- 4.1.2. Suggest and coordinate activities and undertakings to further the common interest of the teams that comprise Zone 2 Softball.
- 4.1.3. Maintain a good public relations program, not only with the teams but also with the general public.
- 4.1.4. Formulate, interpret and evolve operating guidelines for the purpose of carrying out its duties.
- 4.1.5. Regularly attend meetings of Zone 2 Softball and fully participate in the activities of Zone 2 Softball and remain members in good standing.

4.2. The Zone Commissioner shall:

- 4.2.1. Preside all meetings that he/she attends.
- 4.2.2. Be the functioning officer between meetings of the Executive.
- 4.2.3. In accordance with SMSL Bylaws, be responsible for management of softball in Zone 2.
- 4.2.4. With the Treasurer and one other Director, have signing authority over all financial matters. Two (2) signatures shall be required on all cheques.
- 4.2.5. Be ex-officio on all committees.

4.3. The Zone Coordinator shall:

- 4.3.1. Have all powers and perform all duties of the Commissioner in the absence of the Commissioner.
- 4.3.2. Be the liaison between the Zone 2 Softball Executive and the Community Association Coordinators.
- 4.3.3. Coordinate Zone-wide registration for all divisions in the Squirt through Bantam program for boys and girls.
- 4.3.4. Coordinate communication with coaches and managers of Zone 2 Softball teams.
- 4.3.5. Coordinate the annual coach selection process.
- 4.3.6. In accordance with SMSL by-laws, be responsible for management of softball in Zone 2.
- 4.3.7. Carry out other duties as assigned.

4.4. The Secretary shall:

- 4.4.1. Record and distribute minutes from regular, special and annual meetings of Zone 2 Softball.
- 4.4.2. Handle such correspondence that may be required from time to time.
- 4.4.3. Ensure that all meetings are appropriately advertised.
- 4.4.4. Carry out other duties as assigned.

4.5. The Treasurer shall:

- 4.5.1. Keep the financial records of Zone 2 Softball.
- 4.5.2. Prepare the yearly financial statements.
- 4.5.3. Be one of three (3) Directors authorized to have signing authority on all Zone 2 Softball bank accounts.
- 4.5.4. Carry out other duties as assigned.

4.6. The Equipment director shall:

- 4.6.1. Purchase equipment as approved by the Executive.
- 4.6.2. Coordinate the disbursement and collection of equipment at the beginning and end of each season.
- 4.6.3. Carry out other duties as assigned.

4.7. The Tournament directors shall:

- 4.7.1. Coordinate Zone 2 Softball tournaments.
- 4.7.2. Carry out other duties as assigned.

4.8. The Uniform and Clothing director shall:

- 4.8.1. Coordinate the distribution, collection and maintenance of uniforms for all Zone 2 Softball teams.
- 4.8.2. Coordinate other Zone 2 clothing purchases by players and families.
- 4.8.3. Carry out other duties as assigned.

4.9. The Fundraising director shall:

- 4.9.1. Coordinate fundraising opportunities for Zone 2 Softball.
- 4.9.2. Carry out other duties as assigned.

4.10. The Evaluations and Clinics director shall:

- 4.10.1. Coordinate training clinics for all players.
- 4.10.2. Coordinate evaluations clinics for all players.
- 4.10.3. Carry out other duties as assigned.

4.11. The Communications director shall:

- 4.11.1. Coordinate all internal and external communication for the Zone.
- 4.11.2. Maintain or assist in the maintenance of the Zone 2 website.
- 4.11.3. Maintain a current and confidential address book of all Zone 2 members and past members who wish to be retained on the mailing list.
- 4.11.4. Actively publicize the Raiders and its teams to local and other media as opportunities allow.
- 4.11.5. Coordinate the Raiders Rally and other public relations events as required.
- 4.11.6. Carry out other duties as assigned.

4.12. The LTP Coordinators shall:

- 4.12.1. Promote and coordinate Rookie League activities in the Zone.
- 4.12.2. Carry out other duties as assigned.

4.14. The Member at Large (1) shall:

- 4.14.1. Provide support to Executive and carry out all duties as assigned.

4.15. The Member at Large (2) shall:

- 4.15.1. Provide support to Executive and carry out all duties as assigned.

4.16. The Member at Large (3) shall:

- 4.16.1. Provide support to Executive and carry out all duties as assigned.

4.17. The Member at Large (4) shall:

- 4.16.1. Provide support to Executive and carry out all duties as assigned.

Article 5. Meetings of the Executive.

- 5.1. Regular meetings of the Zone 2 Softball Executive shall be held monthly or at another mutually agreed upon schedule which is duly publicized by the Executive. A minimum of one week's notice shall be give to all Directors for meetings.
- 5.2. Each Director, excluding the Chair, shall have one (1) vote on motions.
- 5.3. The Chair shall have one (1) tie-breaking vote in the case of a tie on a motion.
- 5.4. A motion shall be considered carried when the majority of voting Directors have voted in favour of that motion.
- 5.5. The Commissioner may call a special meeting of the Executive at any time, and shall call such a meeting at the request of five (5) or more Directors.
- 5.6. Quorum at meetings of the Zone 2 Softball Executive shall be half of the Directors plus one (1).
- 5.7. No meeting shall be held where quorum is not met, unless in the instances named under Section 5.8.
- 5.8. In the event that it is inconvenient to call a meeting of the Executive, the Commissioner may conduct a vote by telephone or other electronic means, and any motion voted upon by this method shall be deemed passes if a majority votes in favour of the motion.

Article 6. Annual Meetings of the Organization.

- 6.1. The Annual General Meeting (AGM) of the membership of Zone 2 Softball shall be held at the call of the Commissioner within ninety (90) days following the year end.
- 6.2. Notice of the time and place of the AGM shall be given to the membership in any form and means deemed appropriate by the Executive between twenty-five (25) and forty (40) days prior to the meeting.
- 6.3. Requests for motions to be considered at the AGM shall be submitted in writing to the Executive for its consideration between forty-five (45) and sixty (60) days prior to the meeting.
- 6.4. Motions to be considered at the AGM shall be advertised to the membership as deemed appropriate by the Executive between twenty-five (25) and forty (40) days prior to the meeting.
- 6.5. One vote shall be allocated to each member in good standing for the purpose of the AGM or other special meetings of the membership as follows:
 - 6.5.1. A parent and legal guardian for each player under age eighteen (18);
 - 6.5.2. OR each player who is age eighteen (18) or over;
 - 6.5.3. OR each coach from the preceding season who does not already have voting rights;
 - 6.5.4. OR each Director of Zone 2 Softball who does not already have voting rights;
 - 6.5.5. OR each community coordinator of any Community Association, within Zone 2 who does not already have voting rights.
- 6.6. Elections for vacant or expired terms of office for Directors of Zone 2 Softball shall be held at the AGM. A nominee shall be considered elected when he or she has received the most votes by voting members at the AGM.
- 6.7. Motions to amend the Constitution of Zone 2 Softball shall be considered carried when two-thirds (2/3) of the voting members at the AGM, or other special meeting, have voted in favour of the motion. Other motions shall be considered carried when a majority of the voting members at the AGM, or other special meeting, have voted in favour of the motion.
- 6.8. Annual financial statements shall be presented at the AGM.
- 6.9. The membership shall request an audit or financial review of Zone 2 Softball at the AGM.
 - 6.9.1. The auditor(s) shall audit the fiscal records of Zone 2 Softball.
 - 6.9.2. The auditor(s) shall submit a written report to the AGM.
 - 6.9.3. The term of office of the auditor(s) shall be for one (1) year.
- 6.10. The fiscal year end shall be August 31st.
- 6.11. Quorum at the AGM shall be all those members of Zone 2 Softball in good standing who are in attendance at the meeting.
- 6.12. Roberts' Rules of Order shall guide all meetings

Article 7. Coaches and Assistant Coaches.

- 7.1. There shall be a public call for interest by anyone wishing to become head coach of a Zone 2 Softball team.
- 7.2. A committee, chaired by the Zone Coordinator, shall be struck to conduct the process of selecting coaches for Zone 2 Softball teams.
- 7.3. All head coaches of Zone 2 Softball teams must hold, or be in a position to obtain, the minimum National Coaching Certification Program (NCCP) Coaching Levels required by Softball Saskatchewan prior to the end of the season for which they have been selected. Failure to do so will result in the disqualification of the coach.
- 7.4. Assistant coaches will not be required to obtain certification. Any coach who receives certification and coaches within the Zone will be reimbursed for certification fees.
- 7.5. All head coaches of Zone 2 Softball teams shall be selected by the Executive.
- 7.6. All coaches and assistant coaches must obtain their Respect in Sport certification prior to the start of the season. Managers who also perform assistant coach duties must also obtain their Respect in Sport Certification.

Article 8. Discipline.

- 8.1. Any coach, assistant coach or manager connected in any way with Zone 2 Softball may be removed from their position for any conduct on or off the playing field which, in the judgement of the Executive, is detrimental to the game of softball.

Article 9. Amendment and Effective Date.

- 9.1. This Constitution may be amended, repealed or replaced by a two-thirds (2/3) majority of voting members present at the AGM or at a special meeting called for that purpose.
- 9.2. Any proposed amendment must include the articles and sections of the Constitution to be amended and must be submitted, in writing, to the Executive between forty-five (45) and sixty (60) days prior to any AGM or special meeting called for that purpose.
- 9.3. All proposed amendments to the Constitution must be advertised to the membership between twenty-five (25) and forty (40) days prior to the date of the AGM or special meeting called for that purpose.
- 9.4. This Constitution shall come into effect upon approval at an AGM or special meeting called for that purpose.

Article 10. Certificate and Approval.

- 10.1. This Constitution is declared to passed by motion this 22nd day of February, 1998 A.D. as attested to by the hand of the Executive this 22nd day of February, 1998 A.D.
- 10.2. And amended this 21st day of October, 2001 A.D.
- 10.3. And amended this 5th day of October, 2003 A.D.
- 10.4. And amended this 17th day of October, 2004 A.D.
- 10.5. And amended this 16th day of October, 2005 A.D.
- 10.6. And amended this 7th day of October, 2008 A.D.
- 10.7. And amended this 6th day of October, 2009 A.D.
- 10.8. And amended this 13th day of September, 2011 A.D. in accordance with Article 9 of this Constitution.
- 10.9. And amended this 15th day of September, 2015 A.D. in accordance with Article 9 of this Constitution.