

# **CONSTITUTION**

**NAME**

(Article 1)

- 1.1 This organization shall be called the Oshawa City & District Fastball League (OCDFL), hereinafter referred to as the “League”

**PURPOSE**

(Article 2)

- 2.1 The purpose of the League shall be:
- 2.1.1 To foster, develop, promote and in every means possible, improve the game of fastball.
  - 2.1.2 To conduct regular scheduled league game competition for all clubs/teams holding membership in the League.
  - 2.1.3 To conduct an annual competition for League Championships.
  - 2.1.4 To protect the interests of the all member clubs/teams and the members of said clubs/teams
  - 2.1.5 To provide the opportunity for players & clubs/teams to play and develop the sport of fastball.
- 2.2 The League shall be a member of the Oshawa City & District Softball Association (OCDSA).
- 2.3 The League shall be associated with the Ontario Amateur Softball Association (OASA).

**MEMBERSHIP**

(Article 3)

- 3.1 The membership of the League shall consist of clubs/teams in various classifications (Intermediate, Junior, Midget). These clubs/teams shall agree to abide by the Constitution and comply with the By-Laws and Playing rules of the Oshawa City & District Fastball League, decisions by the League Executive, the Ontario Amateur Softball Association and Softball Canada.
- 3.2 **Conditions of Membership**
- 3.2.1 Membership in the League shall be based on the following criteria:
- a. Participation in the competition of the League (ie. League schedule, championship as determined by the League Executive/Membership)
  - b. Participation at all League General Membership and Annual General Meetings.
  - c. As stated in 3.1 “abide by the Constitution and comply with the By-Laws and Playing rules of the Oshawa City & District Fastball League decisions by the League Executive”
- 3.3 **New Membership**
- 3.3.1 Non-member Clubs/teams wishing to become members of the League must provide intention to join to the League Executive.
- 3.3.2 The club/team representative must make application no later than the final affiliation meeting.
- 3.3.3 A general vote must be taken to accept the applicant team into membership. Two-thirds (2/3) of majority are required to accept any new team (Only members from that

previous year's play, the League Executive Committee and Life Members may vote for new membership).

### **3.4 Termination of Membership**

**3.4.1** A member club/team may have their Membership in the League suspended or terminated based on the following conditions:

- a. If that club/team is suspended or banned from playing in OASA or Softball Canada competition (this applies to the individual members and representatives of each member club/team as well)
- b. Failure to abide by the Constitution and comply with the By-Laws and Playing rules of the Oshawa City & District Fastball League
- c. Failure to act in the best interests of the League and the sport.

**3.4.2** Should a club/team be considered in conflict with article 3.4.1 a. the termination would be immediate following a hearing by the League Executive.

**3.4.3** Should a club/team be considered in conflict with article 3.4.1 b. or 3.4.1 c. the League Executive may suspend said club/team or player from further play pending a vote by the League membership at the next Annual or General meeting. At this time Two-Thirds of majority would be required to revoke membership.

## **OFFICERS**

(Article 4)

**4.1** The Officers of the League shall consist of; President, 1<sup>st</sup> Vice President, 2<sup>nd</sup> Vice President, 3<sup>rd</sup> Vice President, League Secretary, League Treasurer, not more than eight Life Members, Honourary Presidents, and the Immediate Past President.

**4.2** The Executive Committee shall consist of the President, 1<sup>st</sup> Vice President, 2<sup>nd</sup> Vice President, 3<sup>rd</sup> Vice President, League Secretary, League Treasurer, Immediate Past President and one Player Representative. The Executive Committee shall have complete control over the affairs of the League, and have the authority to recommend changes in regulations of competitions. Recommendations from this body must be ratified at a General Membership Meeting.

**4.3** Each member club/team shall appoint one delegate and one alternate delegate to represent the club at all League meetings. The name of both the delegate and alternate delegate must be filed with the League Secretary. Any change in club representation must be filed with the League Secretary as soon as such changes are made.

## **ELECTION OF OFFICERS**

(Article 5)

**5.1** The President may appoint a nominating committee of not less than three members, who shall nominate at least one person for each vacancy for which an election is to be held. When a nominating committee has so been appointed, the chairman of the Annual General Meeting, shall place the names of the persons nominated for the vacancies before the meeting and shall then call for other nominations for each vacancy.

**5.1.2** The Chairman of the Annual General Meeting shall be either an Honourary President,

Immediate Past President or Life Member.

5.1.3 The length of term of Office for each Officer, excluding the Secretary and Treasurer, shall be 1 year.

5.2 The Secretary shall be elected on even numbered years and the Treasurer shall be elected on odd numbered years

## **DUTIES OF OFFICERS**

(Article 6)

- 6.1 PRESIDENT** – The League President shall:  
preside over all meetings of the League; take the leadership role in regards to the direction of the League and the Executive Committee; represent the League to the Oshawa City & District Softball Association, Ontario Amateur Softball Association and Softball Canada; be one of three Executive members with signing authority over League finances; chair the Appeals Committee; assign additional duties to the Executive and may sit on any committee of the League.
- 6.2 1<sup>st</sup> VICE PRESIDENT** – The League 1<sup>st</sup> Vice President shall:  
perform the duties of the President in his/her absence; chair the Rules Committee; be responsible for the annual review of the Constitution, By-Laws and Rules of the League; present to the general membership any suggestions for changes to the rules put forth by the Executive Committee; take on any additional duties as assigned by the President.
- 6.3 2<sup>ND</sup> VICE PRESIDENT** – The League 2<sup>nd</sup> Vice President shall:  
be responsible for the advertising, marketing and development of the image of the league; chair the Advertising, Publicity and Promotions Committee; work with the Web Site Committee on its continual evolution; work with other Executive members to appropriately promote special events held by the league; work with the Executive and membership on the continued updating of League information to the fastball community; take on any additional duties as assigned by the President.
- 6.4 3<sup>rd</sup> VICE PRESIDENT** - The 3<sup>rd</sup> Vice President shall:  
be responsible for the collection, co-ordination and publication of the statistics of the league; work with the general membership to unify the way in which league games are scored, and outcomes reported; chair the Special Events Committee; work with the President on the development of the League structure and schedule, as well as Championship Format; take on any additional duties as assigned by the President.
- 6.5 TREASURER** - The League Treasurer shall:  
be responsible for all financial affairs of the league; facilitate the collection of annual fees, performance bonds and fines levied by the League; facilitate the purchase of insurance for member clubs/teams that require assistance; be responsible for the investment and preservation of any surplus the league may have; provide an oral report to the membership at each meeting, and a written report at the end of each year; be one of three Executive members with signing authority over League finances; take on any additional duties as assigned by the President.
- 6.6 SECRETARY** - The League Secretary shall:  
be responsible for recording of minutes of all league and Executive meetings; be responsible for maintaining current records of all affiliated members including, but not limited to team

lists and contact information; be responsible for all correspondence of the league and Executive, including but not limited to General Membership, Annual General Meeting and Executive Meeting Minutes and Agendas; be responsible for notifying all members of upcoming meetings; take on any additional duties as assigned by the President.

**6.7 IMMEDIATE PAST PRESIDENT** – The Past President may be assigned duties at the discretion of the President and the League Executive to assist with the ongoing administration of the League.

**6.8 LIFE MEMBERSHIP** – Upon recommendation of the Executive, the League members, at an Annual General Meeting, may bestow ‘Life Membership’ for outstanding service to and/or achievement in the Oshawa City and District Fastball League. The President shall receive all nominations and shall appoint two (2) Executive members to study, at the appropriate time, all nominations and make recommendations to the Executive. Life members shall not exceed eight (8) at any time. Nominations may be received from any current member or officer of the League for both male and female individuals who have represented the League with distinction and whose example has brought great credit to the game of fastball and have rendered prolonged and meritorious service to the League for no less than 10 years. Written nominations must be accompanied by documents outlining in as much detail as possible, the accomplishments and the service record of the person(s) being nominated. Nominations must be in the hands of the President by October 1 and in the hands of the committee by October 15. A recommendation concerning the nominations will be presented at the Executive Meeting preceding the January AGM. A successful nomination would then be presented to the membership for approval at the January AGM.

## VOTING

(Article 7)

**7.1** Each member club/team shall have one vote.

**7.2** Honourary Presidents shall have no voting power. The Immediate Past President shall be given a vote at meetings which he/she attends. Life members shall have one vote each at any meeting which they attend.

**7.3** Executive members shall each have one vote. In a situation where a person holds more than one position on the Executive, he/she shall only carry one vote. Executive members may not represent their team at General Membership Meetings or the Annual General Meeting.

**7.4** A simple majority is required to pass all non-constitution or membership based motions. Four members of the Executive Committee and 75% of League members must be present in order to have a quorum. Proxy votes, related to specific motions, may be submitted in writing to the League Secretary.

**7.5** For all Constitution and Membership based motions Two-thirds (2/3) of majority is required to pass. Four members of the Executive Committee and 75% of League members must be present in order have a quorum. Proxy votes, related to specific motions, may be submitted in writing to the League Secretary.

**7.6** New clubs/teams given membership into the League shall have no voting power on any Constitutional based issues for one year. However they will be able to participate in the discussion of these issues. These clubs/teams may vote on non-constitutional based issues.

**7.7** All votes must be counted and recorded in the minutes of that meeting.

**7.8 Proxy Voting**

- a. Member clubs/teams who are unable to attend a meeting may designate another club or executive member to exercise a vote on their behalf. This permission must be in writing and a copy provided to the Secretary, prior to the start of the meeting.
- b. The absentee club/team must include in writing, the specific motions the proxy holder is permitted to vote on. The way in which the vote shall be cast should be in writing as well, included in the notice provided to the Secretary.
- c. The proxy holder will be permitted to read a prepared statement by the absent member should the absent member wish to have specific views heard in his absence
- d. The designate club/team may only exercise the Proxy Vote on Motions which the absentee member has stated in writing.

**MEETINGS**

(Article 8)

- 8.1 The Annual meeting of the Association will be held no later than the third week in January. The fiscal year of the Association shall be January 1 to December 31.
- 8.2 The Secretary shall prepare a list of all club delegates, names, addresses, etc., and upon instructions from the President, he shall notify all Association officers and club delegates regarding site and time of all meetings, along with any proposed constitutional amendments and all other motions.
- 8.3 Minutes will be taken for all meetings, Annual General, General Membership, Executive and Sub-Committee.
- 8.4 The rules contained in the current edition of Robert’s Rules of Order shall govern the Association in all cases to which they are applicable and in which, they are not inconsistent with this Constitution and any special Rules of Order the League may adopt.
- 8.5 Any reports presented at any meeting will be included as an Appendix to that meeting’s minutes.

**AMENDMENTS TO THE CONSTITUTION**

(Article 9)

- 9.1 No amendments or alteration shall be made to any part of this Constitution or, except at the Annual General Meeting and then only by a two-thirds vote of the members present. Notice of motion for any proposed amendments must be filed with the Secretary in writing, at least 30 days prior to the Annual Meeting. The suspension of this Constitution can only be made by a unanimous vote of the members present when the suspension is requested.

**ORDER OF BUSINESS**

(Article 10)

**10.1 Annual General Meeting**

- |   |                            |
|---|----------------------------|
| Opening by President                        | Treasurer’s Report         |
| Approval of Minutes of last Regular Meeting | Auditor’s Report           |
| President’s Welcome                         | Secretary’s Report         |
| Credentials and Affiliation Fees            | Correspondence             |
|   | Amendments to Constitution |

President's Report

1<sup>st</sup> Vice President's Report

2<sup>nd</sup> Vice President's Report

3<sup>rd</sup> Vice President's Report

**10.2 General Membership Meeting**

Opening by President

Roll Call (to be recorded by Secretary)

Minutes of previous meeting

Business out of the Minutes

Correspondence

General Business

Election of Officers

New Membership

Adjournment

Treasurer's Report

Reports of Committees

Unfinished Business

New Business

Adjournment

**COMMITTEES**

(Article 11)

**11.1 Rules Committee**

**11.1.2** The Rules Committee shall be chaired by the 1<sup>st</sup> Vice President.

**11.1.3** Members of the Executive Committee may also sit on the Rules Committee.

**11.1.4** Delegates from the general membership may bring forth suggestions for rule changes. Requests should be made in writing.

**11.1.5** The 1<sup>st</sup> Vice President will compile all requests for rule changes and have them distributed to the general membership in time for the next meeting for further discussion and voting.

**11.1.6** Changes to the rules must be voted on by the membership or approved by the Executive committee.

**11.2 Website Committee**

**11.2.1** The Website Committee shall be chaired by the 2<sup>nd</sup> Vice President and/or shall be a standing member.

**11.2.2** The Website Committee shall work to continue with the development and updating of the League website.

**11.2.3** The Committee's goal will be to have the site on-line, functioning and containing current information.

**11.2.4** The committee shall comprise an action plan each year to determine roles and responsibilities for its continued operation.

**11.3 Advertising, Promotion and Publicity Committee**

**11.3.1** The Advertising, Promotion and Publicity Committee shall be chaired by the 2<sup>nd</sup> Vice President.

**11.3.2** The role of the committee shall be to continue to develop the image of the League.

**11.3.3** The committee shall be responsible for all aspects of promotion and public relations of the league, and any special events it may host

**11.3.4** The committee shall be responsible for bringing forth to the membership any suggestions for further increasing the profile and reputation of the league

**11.4 Special Events Committee**

**11.4.1** The Special Events Committee shall be chaired by the 3<sup>rd</sup> Vice President.

- 11.4.2** The Special Events Committee will work on the development of the game, and suggest format changes to help enhance its attraction to the membership and community.

### **11.5 League & Championship Format Committee**

- 11.5.1** The League and Championship Format Committee shall be chaired by the 3<sup>rd</sup> Vice President.
- 11.6.1** The function of this committee will be to develop structures and schedule formats for league play and championship play.

### **11.6 Appeals Committee**

- 11.6.1** The Appeals Committee will be comprised of the President (chair), the Immediate Past President, 1 Life Member and/or a former member of the executive.
- 11.6.2** The Appeals Committee will convene in order to rule on all appeals.
- 11.6.3** The decisions of the Appeals Committee are final.