

## **INTERCOUNTY SOFTBALL ASSOCIATION (ONTARIO) INC. CONSTITUTION**

### **I.S.A. - ARTICLE 1- NAME**

The name of this organization shall be The Intercountry Softball Association (Ontario) Incorporated. - ISA.

### **I.S.A. - ARTICLE 2- OBJECTIVES**

The objective of this Association shall be:

- a) To foster and improve amateur softball in the Province of Ontario.
- b) To protect and promote the mutual interests of the members.
- c) To institute and regulate competition in softball among its members and arrange such games as will serve the best interests of softball.
- d) To serve the small community based centres of our area

### **I.S.A. - ARTICLE 3 - MEMBERSHIP**

The membership shall consist of any team agreeing to conform with the Constitution and Bylaws of the Association as enacted and amended from time to time.

- a) All teams participating in the I.S.A. shall register before May 1st of the current year.
- b) A team shall participate in only one I.S.A. classification.
- c) Membership Centres are to be small community based Centres. Teams are to be made up of local players, no try outs, no cuts, no recruiting of skilled players outside your community, recruiting outside of you community centre is only to occur to ensure your community has a team.
- d) I.S.A. Team Registration Certificates are valid for the current year only.
- e) Teams are to register by May 31<sup>st</sup>. A fine of \$100.00 may be assessed by the executive.
- f) If the Convenor has not received the team players list by May 31st, team play will be suspended until the team players list is received.

### **I.S.A. - ARTICLE 4- EXECUTIVE OFFICERS**

- a) The Executive Officers shall be the Past President, President, Vice-President, Secretary and Treasurer. The Executive Officers shall have the power to vote at all meetings of the Association. No one shall be eligible to stand for election to the office of President or Vice-President, without having at least one year as a member of the General Council.
- b) The General Council shall consist of the Executive Officers, one Director and one Assistant Director from each participating locality, and Convenors.
- c) The General Council shall have the power to amend or alter the Constitution only at the Annual Meeting. NOTE: I.S.A. Officers and Duty Structure to be reviewed and amending recommendations to be placed before the Annual Meeting for approval.
- d) Executive Officers shall be allowed legitimate expenses as approved by the General Council.

### **I.S.A. - ARTICLE 5- DUTIES OF OFFICERS**

- a) The President shall preside at all the meetings of the Association and Executive with the usual privilege of office.
- b) The Vice-President shall perform all duties of the President in the event the President is absent or unable to act.
- c) The Secretary shall keep an accurate report of the proceedings of the Association and Executive and a complete record of all the names and addresses of all the members. The Secretary shall receive all communication and conduct all correspondence at the direction of the President. The Secretary shall keep a record of all protests and outcomes for future reference.
- d) The Treasurer shall keep an accurate record of all monies received and disbursed by him/her, report annually to the Association and prepare an audited Financial Statement.
- e) The Umpire-In-Chief (UIC) who shall be appointed by the Executive, shall be carded by Softball Ontario. He or she shall receive all protests directly from the protesting team as well as the defenses from the defending team. He or she shall then decide on the validity of the protest and if warranted, call a hearing of the Protest Committee over which he or she shall preside.
- f) Each Director or named assistant shall represent and vote for his/her locality. Coaches shall be responsible for submitting team registration certificates to the Convenors by the appointed date.
- g) The Assistant Director shall be selected at the first of each year to be an observer at all Executive Meetings and in the event that his/ her Director is unable to attend, shall assume the Director's responsibilities.
- h) Convenors shall be appointed by General Council for each classification. The Convenors shall coordinate league schedules, playoffs schedules with mandatory completion date, receive and duplicate team rosters (WITH ONE COPY TO BE SENT TO THE LEAGUE SECRETARY) and perform other duties as specified by the General Council, but the Convenor shall NOT coach in his/her classification. The appropriate Executive supervisor for each Convenor (or an appointed suitable designate) must be present at the initial Convenors-Coaches meeting.
- i) The General Council may annually define the duties of the Umpire-In-Chief (UIC).
- j) The Executive shall appoint a Nominating Committee consisting of three (3) people at the wind up meeting to seek out a new Executive for the following season.

### **I.S.A. - ARTICLE 6- MEETINGS**

- a) The Annual Meeting of the Association shall be held before the end of February.
- b) At the Annual Meeting, each locality will be allowed two votes with a representative for each vote.
- c) A nominee to be elected on the first ballot must secure a majority of the total votes cast. If no majority is received on the first ballot, the names of the nominees securing the first and second ballot and all other nominees shall be eliminated. The nominee securing the highest vote on the second ballot shall be declared elected.
- d) The quorum shall be defined as more than 50% of its members. All meetings shall have a quorum to be deemed legal.

**I.S.A. - ARTICLE 7- ANNUAL MEETING AND ORDER OF BUSINESS**

The Minutes of the last General Meeting or any special meeting during the year shall be read.

1. President's Welcome
2. Credentials
3. President's Report
4. Correspondence
5. Report of General Council
6. Secretary's Report
7. Treasurer's Report and Audited Financial Statement
8. Election of Officers

Every odd year, the election of President and Treasurer, and every even year, the election of Vice-President and Secretary should take place.

Election of Officers shall take place immediately following the checking of credentials and shall take precedence over any business which might be unfinished at this time. Officers Elect will not assume their positions until all business listed on the agenda for the meeting has been handled.

**I.S.A. - ARTICLE 8- RULES OF ORDER**

Robert's Rule of Order shall be followed during all I.S.A. Meetings. A copy of Robert's Rules of Order shall be kept by the Secretary.

**I.S.A. - ARTICLE 9- FEES**

1. The annual membership fee for each affiliated team shall be established each year by the Executive at the Annual Meeting.
2. Participating Centres are required to post an established bond (\$30.00) that will be maintained. Any Centre failing to attend a meeting will be assessed a penalty of \$15.00 per meeting. Voting privileges shall be suspended until the Bond is repaid.
3. Centre's not represented at Coaches Meeting by a team representative shall be fined \$25.00.
4. New Centre's shall post a performance bond of \$50.00 per team which shall be forfeited in case of withdrawal, bad performance (i.e. no-show) etc. If no problems arise, the bond shall be refunded at the end of the first year.
5. A bond is to be established at the rate of \$50.00 per team with a maximum of \$200.00 per centre to cover NO-SHOW games (as defined in Bylaw7-7b.) The non-offending team shall receive the points and ISA shall deduct \$50.00 from the original bond. The \$50.00 No-Show fee shall be given to the offended Centre. All no-show game cards must be brought to the next ISA meeting by the Convenor for refund approval. Offending teams must reimburse ISA in full before the Annual General Meeting. Failure to do so shall result in the suspension of the Centre from ISA, including voting rights.

**I.S.A. - ARTICLE 10- PROTESTS**

The Protest Fee shall be \$100.00:

- a) No protests allowed in regular season games
- b) Protests during year-end tournaments are to be dealt with immediately. The game in question is to be stopped; the protest must be made clear to both teams involved and the convenor. The convenor will rule on the protest and may consult with an umpire and/or executive member to assist with the process. The ruling is final.
- c) Playoff Protests involving a series format must be hand delivered or e-mailed plus communicated by phone to the convenor within 24 hours. The convenor will consult with the umpire in chief and executive members if the protest is not covered in the constitution and bylaws of the I.S.A.  
**Note: The term "playoff" refers to a series playoff format NOT TOURNAMENT.**
- d) The losing club shall forfeit the expenses of the Meeting of the Protest Committee. The protest fee shall be refunded to the winning club
- e) Under no circumstances shall the ISA consider itself liable from claims arising from any cause.

**I.S.A. - ARTICLE 11- AWARDS**

- a) Individual awards for winning teams will vary from year to year.
- b) Keeper trophies for history are awarded to each division at completion of tournament.
- c) Winning centres are to return trophies to Executive at the February meeting.
- d) Each centre may apply for a Permanent Plaque on which a record of that centre's successes can be kept from year to year.