

2026 Convenor Overview & Check List

2026 Convenor Overview & Check List				
			Documents to send to all coaches	
	done?			
1		Coaches Meeting date selected & sent to coaches & President/Secretary and Centre ISA contact		2024 Constitution
2		Coaches Contact list & sent to coaches & President		2026 ISA Bylaws
3		Game schedule created and sent or prepared for Coaches meeting		
4		Tournament dates and format determined or to be discussed		Line Up - Game report
5		Digital filing system organized and maintained for Game Reports		ISA Player registration form
6		ISA Team player registration forms received and filed by convenor		Base/Equipment measurements
7		Advise coaches of ISA Allstar game - submit 2 names to ISA President		Base/Pitching Distances
		POST League Play		Double Knock out tourney format
1		ISA Convenors Tournament Financial remittance submitted to treasurer at isasoftball2013@gmail.com		
2		Determine standings and tournament game times, diamonds etc		
3		Take photos of tournament medalist send to Facebook admin		
4		Record winners of tournaments - Gold, Silver, Bronze		
		Provide short report at September ISA meeting.		