



# GUELPH MINOR SOFTBALL ASSOCIATION

## BY LAWS

### Rep Division Operating and Playing Rules

#### REGISTRATION

1. Registration must be completed no later than October 31<sup>st</sup> after tryouts are complete.
2. Registration fees will be scheduled in 3 payments. The first \$100 upon accepting a position on the team. The second \$200 the first week of November and the remainder of the total amount is due in March.
3. Registration fees will be set by a majority vote of the Board of Directors after all operating budgets have been submitted and discussed.
4. If a competitive team cannot be established by January 31<sup>st</sup> it will be determined whether the team is feasible based on a majority vote by the Board of Directors.
5. All refunds will be at the discretion of the Board of Directors. No refunds will be issued after April 1 of the current playing year.
6. Rep players may not play in any GMSA House League games or within any other Association, except what is governed by PWSA rules.

#### EQUIPMENT AND UNIFORMS

7. Players are responsible for providing their own batting helmet, which must meet official Softball Canada standards, as per their age group.
8. Coaches are responsible for the well-being and return of all GMSA issued equipment. If any equipment is broken or lost the Equipment Manager must be notified as soon as possible.
9. Any equipment purchased for the tea with money received from a sponsor is the property of the GMSA. Sponsorship monies are being solicited and donated to a team, not personally to a Coach. Any equipment purchased with these monies must be accounted for at the end of the year.
10. Uniform style, colour and graphic design are the responsibility of the Board of Directors and may from time to time be adjusted or changed by a majority vote of the Board of Directors.
11. The uniforms supplied by or approved by the Board of Directors are the only uniforms which are permitted to be worn by the players.
12. Uniforms may not be altered in any way without previous written consent from the Board of Directors.
13. Uniform Player number selection protocol is as follows;
  - a. Player with highest seniority (player who leaves and returns loses their seniority upon return)
  - b. If equal number of years player returning to the team keeps number.
    - i. Player was on the 1 team and returns to the 1 team
  - c. Older player



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#### LOGOS

14. The GMSA and Guelph Gator logos are the sole property of the GMSA and may not be used, altered, and/or affixed to any item including apparel, letterhead, banners, billboards or any other item without the express written consent of the Board of Directors.
15. Only items approved by the Board of Directors will be allowed to have the GMSA/Guelph Gator logo(s) affixed to them in any way.

#### SPONSORSHIP AND ADVERTISING

16. Teams may at their discretion seek out sponsorship. The fees paid by a sponsor will be in the amount set by the Board of Directors and may from time to time be adjusted by a majority vote of the Board of Directors. Sponsors will be given certain advertising rights dependent on fees paid.
  - a. Full sponsorship
    - 3' X 5' Banner with company logo to be displayed at all games.
  - b. Partial sponsorship
    - 3' X 5' Banner with names or logos of individual sponsors to be displayed at all games.
  - c. All sponsors will receive a team plaque, this is the responsibility of each team. This expense is to be added to the team budget.
17. Each team is responsible for their team banner(s) expense and it must include the following:
  - Guelph Gator Logo
  - Team name
  - Division

#### TEAM FEES

18. Team sponsorship fees will be submitted to the GMSA Rep treasurer no later than March 31<sup>st</sup> of the current playing year.
19. Team fees will be set by the Board of Directors and may from time to time be adjusted as necessary by a majority vote of the Board of Directors.
20. GMSA will pay all park related costs on behalf of the teams with regards to regular scheduled home games, rescheduled rainout home games, and any other home games as may be necessary.
21. Teams are responsible to pay for their tournaments and should add this cost to their team budget.
22. Each team is responsible for the payment of umpires and should account for this in their team budget.



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23. A full statement of account for the Team Expenditures must be submitted to the Treasurer before the year-end meeting, but before the next year's coaches' selection.
24. Team funds remaining at the conclusion of the season shall be distributed evenly among the families and the bank account must be closed and at zero by September 30<sup>th</sup> of that playing year.

#### TOURNAMENTS

25. Team Managers are responsible for booking the teams individual tournaments including Provincial and National Championships.
26. Cost of the Tournaments shall be at the teams' expense.

#### INJURIES

27. A Report of Injury form **MUST** be completed for any injury, which causes the players inability to continue in that game. The form must be completed by the Coach and submitted to the Coaches Rep within 48hrs, (or the first week-day following a tournament weekend if away from your home center). In order for a player to be returned to team play, a waiver must be signed by the player (if 18 years or older) or the parent/guardian (if under 18 years old). If the player requires medical attention, then a certificate of fitness signed by a physician is required.

#### PLAYERS

28. Girls will play in the division that they are supposed to according to their age.
29. No player who was allowed to play in any previous year, will be assured of being allowed to register with the GMSA in subsequent years.
30. Guelph Gators have their area a 20km radius of the home park excluding any PWSA centers.
31. Import players will be considered as any player who does not meet the requirements in #29 above.
32. Players who have played at least one (1) full season in the Guelph Gators organization will no longer be considered as imports. The Board of Directors may with a majority vote, change this rule at anytime without previous notification.
33. All teams other than Mite and Squirt will be allowed two (2) im[port players without previous consent from the Board of Directors. Mite and Squirt will require Board approval for any import player prior to signing.
34. Teams may apply to the Guelph Gators elected Board of Directors for the need to carry more than the allotted 2 imports. The Board of Directors will discuss the merits of the request. The decision will be based on a majority vote of Board and may not be appealed.



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35. A player who is offered and accepts a position on a GMSA Guelph Gators rep team and then subsequently quits before the season is complete for an unjustified reason will be suspended from playing with the GMSA Guelph Gators Rep program for a period as determined by the elected Board.
- If the suspension is more than 1 year, after the first complete year of suspension the player may request an appeal of the suspension.
  - The Board of Directors will hear the appeal and ay by a majority vote suspend the remainder of the suspension.

#### UNDER AGE PLAYER MOVEMENT

36. Players will be allowed to move up to a higher division at the discretion of the Gators Board of Directors under the following conditions:

##### Requirements

- Must be at the request of the head coach of the division requiring a player.
  - Request must be made in WRITING to the executive committee
- There must be a REAL need on the team for the player.
- Approval of an independent selection committee made up of a minimum of 3 executive members (5 would be preferred if possible).
- There should be an agreement of the coaches involved.

##### Movements

- Player must be in final year of eligibility of her correct age group.
- Player must be independently evaluated (executive committee from above) and ranked as one of the top 5 players of the ONE team (unless C exists)
- Players will not be allowed to move up to a TWO team, unless in the opinion of the executive committee a real need exists to ensure the viability of the team.
- Does not have a detrimental effect on the younger aged team, causing the team to collapse.
- Must be within any guidelines set by PWSA and/or Softball Canada

##### Number

- Any numbers of players may be allowed to move up, if at the decision of the executive a real need exists to maintain a program at that age group and the following conditions apply:
  - There are not enough players or positional players in the age group to field a team.



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- ii. The players moving up are of the caliber to play at the higher age group
  - iii. Player must be in the last year of eligibility of their actual age group
  - iv. The player movement does not have a detrimental effect on the team the player is leaving, therefore causing the team to collapse.
- b. Must have full approval of the executive
  - c. Must be in within any guidelines as set by PWSA and/or Softball Canada

#### COACHES

- 37. Coaches of a Rep team may call up players from house league teams that have been previously cut by that team, to play in four (4) games, ONLY if no player(s) can be obtained from the lower Rep team division. The four (4) games to include regular season and tournament or playoff games. Conveners must be notified by the coach requesting a player(s) from a team. If a player plays more than four (4) games, the player must remain with the tea the player was elevated to and may NOT return to house league.
- 38. One member of a Rep team coaching staff must have, or be registered in, the required NCCP level for that division as specified by the PWSA and Softball Canada
- 39. Guelph Gators Rep team Head Coaches must live within that 20km radius excluding any PWSA centers.
- 40. Teams will submit their preferred game time and night to the Rep executive for discussion and approval. Teams will submit based on seniority and the Board of Directors will have final approval.

#### SUSPENSION

- 41. A Coach, Assistant Coach, Manager or player member of the GMSA Guelph Gators (Rep) Association violating the Constitution, By-Laws of Playing Rules or refusing to abide by the decision of the Board of Directors shall be suspended for a period of time as determined by the elected Board.
- 42. Teams, Coaches, Managers or players may be suspended by the Board of Directors for conducting themselves in an unsportsmanlike and un-desirous manner and without limiting the generality of the foregoing, for the following specific acts:
  - a. Permitting betting or improper conduct by players or officers at games
  - b. Offering, agreeing, conspiring or attempting to loose any games or being interested in any pool or wagers thereon
  - c. Deliberately degrading the image of the Association or their representatives
  - d. Knowingly playing with or against a player, coach, manager who has been expelled or suspended
  - e. Playing with or against a professional player
  - f. Using a player who is not eligible to play on that team
  - g. Fighting with other coaches, managers, players, officials or spectators



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- h. Knowingly accepting "Prize Money" for any game
  - i. If a manager, Coach or member of the team management, for offered money to a player for her services; or
  - j. If a players, for having demanded money for her services.
43. Discipline Committee – A Discipline Committee will be appointed by the President, and will be made up of at least three (3) members of the Board of Directors. No person involved with the problem shall be allowed to sit on the discipline Committee.
44. Matters Heard – The discipline Committee shall hear all matters of suspension or eligibility, and shall decide the penalty, if any, which should be imposed.
45. Any Coach who is awarded a team and resigns before fulfilling his one year obligation except with just cause as determined by the Executive will not be able to coach in the Rep division of out association for a three year period.

#### NOTICES

46. The President shall direct the Secretary to inform all parties involved of the decision(s) of the Discipline Committee.
47. The Decision of the Discipline Committee shall be communicated in writing to the person being considered for suspension.

#### **Flagrant Offence**

48. When any person causes an offence of a flagrant nature, such as the use of obscene language or an assault (physical or verbal) upon a player, coach, manager, umpire or Director, that person shall be immediately removed from the game. If said person is a member of the GMSA they shall automatically be suspended until a hearing is held concerning the alleged offence. The Coach shall, within twenty-four (24) hours thereafter, forward full particulars to the Board of Directors and Discipline Committee.

#### GENERAL

49. Guelph Gators will send their quota of delegates to the PWSA General Meeting. The Association will pay travel expenses and registration fees.
50. Recognition will be given to Championship Rep Team(s) of the Grand Valley and/or PWSA.
51. Before any expenditure is made by a member, coach or director, it must be approved in writing by the Board of Directors. Failure to comply could result in non-payment of the bill.
52. The Guelph Gator Rep Treasurer will submit a budget for the Rep division and approval of such budget will be made by the Board of Directors. The Rep budget is to be submitted by January 31<sup>st</sup>.



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