

Ladysmith Baseball Association Bylaws

Part 1 - Interpretation

1.1 In these Bylaws, unless the context otherwise requires:

- (a) The Society is the "Ladysmith Baseball Association"
- (b) Directors are the Officers of the Society for the time being.
- (c) Executive Committee are the Officers of the Society as elected by the members at the AGM.
- (d) *Societies Act* is the "*Societies Act*" of the Province of British Columbia.
- (e) The terms "Society", "Ladysmith Baseball Association" and "LBA" are equivalent.

1.2 Words importing the singular include the plural and vice versa, words importing a male person include a female person and a corporation.

1.3 The definitions in the *Societies Act* apply to these Bylaws on the date they become effective.

1.4 General Meeting refers to the Annual General Meeting or a Special General Meeting of the Society.

1.5 Regular or Monthly meeting refers to the usual meetings of the Executive Committee or sub-committees.

1.6 Special Resolution refers to a resolution passed at a General Meeting by a majority of not less than seventy-five (75%) percent of the votes of those members of the Society, who, being entitled to do so, vote in person.

1.7 Notice of Special Resolution is to be advertised fourteen (14) days in advance to members, specifying the intention of the Special Resolution, or as provided in the "*Societies Act*".

Part 2 - Membership

2.1 The membership of the Society shall be comprised of "Ordinary Members."

2.2 The following persons shall be "Ordinary Members":

- (a) Parents and/or legal guardians of all minor aged registered players who have paid the required registration/membership fees. Parents and/or legal guardians shall be limited to one (1) parent/legal guardian per child registered, and understand that a member with more than one (1) child registered shall have no greater rights than a member with one (1) child so registered, or

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- (b) All Executive members, coaches, and umpires whether elected, appointed or paid positions, or

- (c) Persons over the age of nineteen (19), whom have shown an interest in LBA by way of volunteering or otherwise furthering the purposes; may apply to the Executive Committee for membership privileges upon payment of a fee decided individually by the Executive Committee.

2.3 Upon registration with the Society every member agrees to comply with the Constitution, Bylaws, Rules and Policies established from time to time and adopted by the Society.

2.4 The annual fees for membership/player registration shall be assessed by the Executive Committee and is due and payable at registration. The membership/player registration fee will include all costs related to the administration of the Society and shall be determined

yearly by the Executive Committee or any sub-committee established by such.

2.5 All members are in good standing except a member who has failed or refused to pay their membership fees, debts owing to the Society or who has been suspended for breaching these bylaws and any other rules or policies adopted by the Society or its governing bodies.

2.6 A person shall cease to be a member of the Society under any of the following conditions:

(a) upon delivering their resignation in writing by mail or in person to the Secretary of the Society;

(b) on their death;

(c) on having been a member not in good standing for a period of 30 days;

(d) on expulsion, for conduct deemed improper or for willfully committing a breach of the Constitution, Bylaws, Rules or Policies of the Society, or conduct deemed to endanger the reputation or interests of the Society;

(e) on May 31st of any year, unless re-registered and membership/registration fees have been paid.

2.7 A member may be expelled by a motion of the Executive Committee when in receipt of a recommendation by the Discipline Committee to expel the member, provided the member subject to expulsion is given the opportunity to be heard at a meeting of the Executive Committee prior to the member's expulsion motion being voted upon.

2.8 Membership privileges will be suspended for failure to register properly or pay membership or any other dues, fees or subscriptions owing on the date required. Members may be expelled if dues remain unpaid for thirty (30) days.

2.9 The Society has the right to refuse membership. Receipt of registration fees does not guarantee acceptance to membership; LBA reserves the right to return registration fees to the registrant.

Part 3 - Governance

3.1 Subject to the *Societies Act* and these Bylaws, the Executive Committee shall be responsible to manage the affairs of the Society and may exercise all such powers and do all such acts as the Society may do, and which are not by these Bylaws or by statute or otherwise lawfully directed or required to be done by the Society in general meetings, but subject to:

(a) all laws affecting the Society;

(b) these Bylaws; and

(c) rules or policy, not being inconsistent with these bylaws which are made from time to time by the Society in a general meeting.

3.2 Conflict of interest: A Director, Officer, or Committee member who has an interest, personal or otherwise in a proposed contract or transaction with the Society shall disclose fully and promptly the nature and extent of such interest to the Executive Committee or Committee established, as the case may be. If the Executive Committee deems a conflict of interest to exist, he shall refrain from voting or speaking in debate on such contract or transaction, shall refrain from influencing the decision on such contract or transaction, and shall otherwise comply with all requirements of the Society Act regarding conflict of interest.

3.3 The Executive Committee shall not be remunerated for being or acting as an officer. Executive Committee members shall be reimbursed for any or all reasonable expenses

incurred by that person while engaged in the affairs of the Society.

3.4 The Executive Committee shall consist of the following elected positions, which shall be Officers of the Society. These positions and/or their duties may change from time to time by simple majority vote by the Executive Committee.

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|--------------------------------------|--------------------------------------|
| * President | * Vice-President Baseball |
| * Secretary | * Vice-President Softball |
| * Treasurer | * Umpire-in-Chiefs |
| * Registrar | * Uniform Coordinator |
| * Equipment Coordinator | * Fields Coordinator |
| * Coaching Coordinator | * Concessions Coordinator |
| * Tadpole/Rally Cap Coordinator | * U9-Tadpole Coordinator |
| * U11-Mosquito Coordinator | * U 13-Pewee Coordinator |
| * U15/U18-Bantam/Midget Coordinator | * U10/U12/U14 Coordinator |
| * U16/U18/U19 Coordinator | * 3-Directors-at-Large |

3.5 Separate elections shall be held for each position to be filled at the Annual General Meeting. The Executive Committee, by a simple majority vote, may appoint a member for any position at any time to fill a vacancy on the Executive Committee.

3.6 Executive Committee members shall serve one (1) year until the conclusion of the Annual General Meeting of the Society, unless re-elected for another term.

3.7 Executive Committee members must attend all meetings. If more than two (2) meetings are missed without notice or being excused, the Executive Committee may replace the absent member, with a motion to that effect, passed by a simple majority of the Executive Committee.

3.8 An Executive Committee member shall cease to hold office:

- (a) by resigning their position in writing;
- (b) failing to perform duties of their position.

3.9 No person may run for the position of President of the Society unless that person has served at least one (1) year on the Executive Committee in some capacity, or the Executive Committee votes in favor of allowing such for extenuating circumstances.

3.10 The out-going President may choose to be one of the three (3) Directors-at-Large for a period of one (1) year.

Part 4 - Executive Committee Duties

4.1 The President is responsible to chair Executive Committee Meetings and other Sub-Committees as defined in Part 5 of these bylaws. The president may appoint a chair for these meetings from the Executive Committee. The President will oversee the administration of the Society. The President will work closely with the Vice-Presidents to ensure proper implementation of all programs.

4.2 The Vice-President Baseball, with the President, and the Division Coordinators are responsible for all aspects of the baseball program.

~~4.3 The Vice-President Softball, with the President, and the Division Coordinators are responsible for all aspects of the softball program.~~

4.4 The Treasurer is responsible for the management of all Society funds, and shall work closely with the Registrar in the coordination of registration and the collection of all fees payable to the Society. The Treasurer shall ensure proper controls over funds and safeguarding of assets. The Treasurer shall chair the Finance Budget Committee with the President.

4.5 The Secretary is responsible for keeping the minutes of the AGM and all executive meetings.

4.6 The Umpire-in-Chief Baseball coordinates umpires and is responsible for the development, recruitment, evaluation and assignment of all umpires. The Umpire-in-Chief reports monthly at meetings of the executive committee.

~~4.7 The Umpire-in-Chief Softball coordinates umpires and is responsible for the development, recruitment, evaluation and assignment of all umpires. The Umpire-in-Chief reports monthly at meetings of the executive committee.~~

4.8 The Registrar is responsible for the registration of all players and to keep accurate and up to date records of such players including copies of birth certificates and care cards. The Registrar will work with the Treasurer to ensure that all registration fees are collected. The Registrar will ensure that all players, coaches and necessary executive are registered with the proper governing body, BC Minor ~~or Softball BC~~. The Registrar with assistants from the Treasurer is also responsible to ensure that all fees are paid to ~~our~~ the governing bodies.

4.9 The Equipment Coordinator works with Division Coordinators and team coaches to ensure the disbursement, collection and general upkeep and security of all the Society's ball equipment. Maintains accurate inventory files, and makes all purchases of new equipment as is necessary within the budget allowed for such purchases. If a purchase exceeds the budget, approval must be gained from the executive at an executive meeting.

4.10 The Uniform Coordinator works with Division Coordinators and team coaches to ensure the disbursement, collection and general upkeep and security of all the Society's uniforms. Maintains accurate inventory files, and makes all purchases of new uniforms as is necessary within the budget allowed for such purchases. If a purchase exceeds the budget, approval must be gained from the executive at an executive meeting.

4.11 The Fields Coordinator works with park managers to insure scheduling, field preparation and maintenance.

4.12 The Concessions Coordinator is responsible for the staffing and operations of the concessions, for the purchase of supplies and products sold and with the Treasurer, the maintenance of the Society's concession account.

4.13 The Coaching Coordinator is responsible for the development, recruitment, evaluation and assignment of all coaches and assistants. The Coaching Coordinator reports monthly at meetings of the executive committee.

4.14 Tadpole/Rally Cap Coordinator (BB) is responsible to implement chosen program for their league as set out by LBA executive and our governing bodies.

4.15 U9-Tadpole Coordinator (BB) is responsible to implement chosen program for their league as set out by LBA executive and our governing bodies.

4.16 U11-Mosquito Coordinator (BB) is responsible to implement chosen program for their

league as set out by LBA executive and our governing bodies.

4.17 U13-Pewee Coordinator (BB) is responsible to implement chosen program for their league as set out by LBA executive and our governing bodies.

4.18 U15/U18-Bantam/Midget Coordinator (BB) is responsible to implement chosen program for their league as set out by LBA executive and our governing bodies.

~~4.19 U10/U12/U14 Coordinator (SB) is responsible to implement chosen program for their league as set out by LBA executive and our governing bodies.~~

~~4.20 U16/U18/U19 Coordinator (SB) is responsible to implement chosen program for their league as set out by LBA executive and our governing bodies.~~

4.21 Director-at-Large is preferably a past member of the executive who would like to stay involved, one of which will be assigned the position of Chairperson of Mediation/Complaints.

Part 5 - Sub-Committees and Other Duties

5.1 The Executive Committee may establish Sub-Committees to conduct the affairs of the Society. The Executive Committee shall establish terms of reference and operating procedures for committees, and may delegate any of its powers, duties and functions to any committee. The Executive Committee may appoint any individual to any committee and may remove any member of any committee. When a vacancy occurs on any committee, the Executive Committee may appoint a qualified individual to fill the vacancy for the remainder of the committee's term. All recommendations or decisions of any committee established shall be approved by the Executive Committee of the Society, unless otherwise established by a motion.

5.2 The Discipline Committee shall be chaired by the President of the Society, with two (2) additional appointed Executive Committee members for a total of three Discipline Committee Members. The Discipline Committee is responsible to review the reports of the Mediation/Complaints Chairperson, any disciplinary actions taken by the President of the Society if necessary, and recommend any disciplinary actions that may be deemed necessary, for members that do not abide by the Bylaws, Policies and Rules adopted by the Society. See Part 8 - Mediation, Complaints, Investigations and Part 10 - Discipline Bylaws. The President shall ensure that the members of the discipline committee have no conflict of interest.

5.3 The Appeals Committee Chair shall be appointed by the President of the Society, from the Executive Committee Members based on the qualifications required for the Appeals Committee, and any conflict of interest that may arise. The President may choose a different Appeal Committee Chair for each appeal heard. The Appeals Committee Chair shall appoint two additional committee members from the Executive Committee for a total of three. The Appeals Committee shall review a decision of the Discipline Committee if required. See Part 10 - Appeals Bylaw. The President shall ensure that members of each Appeals Committee have no conflict of interest.

5.4 The Finance Committee shall be chaired by the Treasurer, and include the President and one other member of the executive as appointed by the President. The Finance Committee is responsible to prepare the annual budget and financial statements for Executive

Committee approval. The Committee is also responsible to establish financial policies and controls for the Society.

5.5 The Mediation and Complaints Committee shall be chaired by one director at large, plus two additional executive members not in conflict with the topic(s) or having a player associated with the member filing the complaint. The committee is responsible for resolving the issue and report back to the executive for action.

~~5.6 The Baseball and Softball Committees shall be chaired by the Vice presidents of their respective organizations or appointed executive member. They shall consist of the Vice-President and Division Coordinators and will begin meeting no later than the 15th Of January for the organization of tryouts and leagues.~~

Part 6 - Executive Committee Meetings

6.1 The Executive Committee shall conduct ~~monthly~~ meetings, ~~or if required call a meeting~~ at any time they see fit, in order to conduct the affairs of the Society.

6.2 The quorum required for Executive Committee meeting shall be a simple majority of the Committee.

6.3 The business conducted and questions arising shall be decided by the majority of votes. In the case of an equal vote, the President has the deciding vote.

6.4 The Chairman of any sub-committee formed by the Executive Committee must report in writing or verbal report at every meeting of the Executive Committee.

6.5 Subject to the direction of the Executive Committee, the Sub-Committees shall determine their own procedure, meeting and adjourning as they see fit, but must complete their duties as required and recommend their proposal, action or progress to the Executive Committee for approval prior to implementation.

6.6 Meetings convened by the Executive Committee or it's Sub-Committees shall be conducted in accordance with Robert's Rules of Order, except where there is a conflict with the Constitution/Bylaws, which shall take precedence. Any motions shall be decided by simple majority, and binding on all members of such committee.

6.7 The President of the society may chair all meetings of the Executive Committee, unless unable or absent, or appoint an alternate. The Vice-President Baseball ~~or Vice-President Softball~~ shall perform the duties of the President, in his absence.

6.8 The members may, by Special Resolution remove an Executive Committee member before the expiration of their term, and elect a successor to complete the term of office.

Part 7 – General Meeting

7.1 The Annual General Meeting (AGM) of the Society shall be held before October 31st of each calendar year.

7.2 Notice of a General Meeting shall state the business to be conducted, shall specify the location, the day and hour of the meeting.

7.3 Members shall be given notice of a General Meeting, fourteen (14) days in advance, by

newsletter, website, e-mail or newspaper advertisements.

7.4 The non-receipt of notice of the General Meeting by any members entitled to receive notice, does not invalidate the proceedings of the meeting.

7.5 Except for paragraph 7.1, a General Meeting of the Society shall be convened upon:

(a) Simple majority vote of the Executive Committee of the Society, or
(b) Written requisition of 10% or more of the members of the Society. The requisition must:

(i) state the purpose of the General Meeting

(ii) be signed by all requisitionists, and

(iii) be delivered or sent by registered mail to the address of the Society.

(c) The President or Executive Committee member acting on his behalf shall call a General Meeting within 21 days of receipt of notice by the requisitionists.

7.6 A General Meeting of the Society shall be conducted according to Robert's Rules of Order, the Modern Edition established for Societies, boards, businesses and other organizations, except when they conflict with the constitution/Bylaws of the Society which will take precedence.

7.7 The Quorum for a General Meeting shall be ten (10) members, over a simple majority of the Executive Committee.

7.8 All resolutions or motions proposed shall be seconded, and the President may move or propose a resolution.

7.9 Any motion or resolutions proposed at the Annual General Meeting, without notice to members that invalidates a prior act of the Directors of the Society, shall be invalid.

7.10 All motions or resolutions shall be carried by a simple majority vote by a show of hands or voting cards. The President may direct the membership to vote by ballot, by a majority vote of members present, if certain motions warrant such action.

7.11 The Constitution and Bylaws of the Society may be amended by a Special Resolution, with fourteen (14) days' notice to members, and a 75% majority vote of the members present at a General Meeting, convened by the Executive Committee.

7.12 At the Annual General Meeting, the Executive Committee must present financial statements, which shall include a statement of income, expense and surplus/deficit and a balance sheet for the year ended August 31st.

7.13 The Order of Business at the Annual General Meeting shall be:

(a) Call to Order

(b) Reading of the Minutes

(c) Presentation of Financial Statements

(d) Special Resolutions

(e) Committee's/Directors Reports

(f) New Business

(g) Election of Officers

(h) Adjournment

7.14 The voting procedures for Annual General Meetings shall be:

(a) No Proxy, absentee or mail vote permitted.

(b) The Registrar and tellers appointed by the President shall check membership credentials before members receive their voting cards.

(c) Only members in good standing shall be issued voting cards.

(d) The number of voting members present shall be announced by the President.

- (e) The Election of Officers shall be by ballot, unless by acclamation.
- (f) Special Resolutions will be voted on by ballot.
- (g) Each member is entitled to one vote.
- (h) Ballots shall be received individually or separately for each vote.
- (i) The tellers shall collect all ballots in a container, tally the votes cast with the registration of members list, and when complete report the results to the President, who will announce the number of votes necessary for election, and the successful candidate.
- (j) If two or more candidates run for election, the candidate with the least votes on the 1st ballot shall be eliminated. Voting continues until each candidate with the least votes is eliminated.
- (k) All ballots shall be turned over to the Recording Secretary, until adjournment, to ensure the membership does not require a recount, which they may entertain by a majority vote of members registered and present.

Part 8 – Mediation – Complaints – Investigation

8.1 Complaints by members concerning other members must fall under the jurisdiction of the Society. One of the Directors at Large will be assigned by the President as chair of the Mediation/Complaints Investigation, and as such will first decide if the complaint falls under the jurisdiction of the Society

8.2 The complaint should be resolved fairly by mediation between the parties, where possible, depending on the nature and seriousness of the complaint, this is always the first procedure to be followed to eliminate the time and cost to the Society(s) members and volunteers. Personal issues between members do not fall under the jurisdiction of the Society.

8.3 If mediation cannot resolve the complaint, the Director at Large will initiate an investigation or hearing to seek relevant information from the party(s) to the complaint, depending on the severity of the complaint.

8.4 The Director-at-Large may seek all pertinent information from each party by interviewing the party(s) and their witnesses either individually or by a Committee Hearing. This is the time that all information must be disclosed to each party to the complaint. The respondent to the complaint must have the opportunity to respond to the complaint, preferably in writing outlining their actions, prior to the completion of the investigation. This enables the Discipline/Decision Committee to evaluate both sides of the complaint before making a decision.

8.5 The Society must follow Procedural fairness when a complaint is received. The issues of disclosure, confidentiality and neutrality will be explained initially to the Complainant:

- (a) Disclosure - person being complained about is entitled to know the factual details of the complaint, before a decision is made.
- (b) Confidentiality - the complainant/respondent must understand that the Society cannot promise complete confidentiality, only that it will be handled discreetly, professionally as possible and in confidence to the party(s) involved.
- (c) Neutrality - the Society representative must remain neutral and cannot take sides on the issue.

8.6 Members must take great care in making complaints against other members, and understand the complaint must be disclosed to the other party. If any member knows of a

serious offence by another member that does not fall under the jurisdiction of the Society, reporting it to the appropriate government agency is the responsibility of the individual not the Society. i.e.: abuse.

8.7 Members making complaints verbally will be asked to put their complaint in writing, for documentation purposes. The Complainant can express their complaint in any format, handwritten, printed or typed, and in any manner they manage keeping in mind to relate to facts, rule or policy infractions, not personal opinions, as this information is disclosed to the Respondent (the party you are complaining about). Complainants are asked to wait 24 hours before they make their complaint.

8.8 Once the complaint is received the Director at Large and/or his committee will follow the procedures outlined above and when complete, forward a written report to the Discipline Committee for decision or information for files.

8.9 The initial complaint will be handled as promptly and efficiently as reasonable, taking into account all of the circumstances.

8.10 The principles of natural justice shall apply and both the Complainant and the Respondent shall be heard, following these principles:

- (a) Fair, non-biased, no conflict of interest
- (b) Respondent informed of all details of complaint.
- (c) Respondent has the right to representation.
- (d) Written decision will be provided to all party(s).
- (e) Relevant information shall be disclosed.
- (f) Respondent has the right to appeal, if sufficient grounds for the appeal are found by the Appeals Committee.

Part 9 – Harassment Policy

9.1 Harassment Policy – any member who believes he is being harassed by another member should immediately inform the individual that the behavior is not welcome.

9.2 The definition of harassment is conduct that is insulting, intimidating, humiliating, offensive or physically harmful.

9.3 The Vice-President is the contact for any complaints involving harassment, and will follow the procedures outlined in this document: Part 8 of the Bylaws concerning complaints.

9.4 Any member found to be making a frivolous, malicious, false or clearly unfounded complaint of harassment shall be subject to Discipline.

9.5 If a member reports another member to the authorities for abuse or neglect, pursuant to the provisions in the Provincial Act, they shall advise the Executive Committee of the Society that a report has been made. The Society shall take no further action until such time as the child protection authorities and or the Police have concluded their investigation. The matter shall be turned over to the Discipline Committee upon notification of authorities. The findings of authorities can be used as evidence by the Discipline Committee.

Part 10 – Discipline

10.1 The President of the Society shall have the power to suspend any player, team official or member found to have; breached the playing rules, displayed any conduct unbecoming a member, unsportsmanlike conduct or behavior which could bring harm to others or

discredit the Society and the game of baseball/~~softball~~ both on and off the field, or who fails to comply with the Constitution, Bylaws, Policies, Rules or Regulations adopted by the Society or it's governing bodies. In cases where in the opinion of the President, a suspension of more than 3 games or 10 days is warranted, the member will be suspended indefinitely pending an investigation.

10.2 The Discipline Committee will only decide issues that fall under the Society's jurisdiction, that pertain to Ladysmith Baseball Association members and programs, the Constitution, Bylaws, Rules, Regulations and Policies. Personal disputes that arise between members do not fall under the jurisdiction of the Society unless they relate to harassment between members. Cases of abuse must be reported to the appropriate government agency for a swift resolution.

10.3 The decisions of the Discipline Committee will be in writing to the parties involved, and shall clearly state the:

- (a) Issue to be decided
- (b) Background information
- (c) Statement of facts
- (d) Authorities considered – precedent decisions etc.
- (e) The Decision
- (f) Reasons for the Decision

10.4 A decision of the Discipline Committee will take effect immediately upon notification in writing to the parties to the decision. This may be by fax, registered mail or via courier. The decision is considered in effect upon the party(s) at the time of receipt of the Decision.

10.5 The Society (LBA) is a non-profit, self-governing private tribunal and as such takes their authority from the governing documents of the Society and forms a contract between the Society and its members. In this regard, Discipline Committee Decisions will and must follow the rules of Procedural fairness:

- (a) Authority to make decision(s).
- (b) Person affected by the decision has had an opportunity to be heard. See Mediation Complaints – Investigations – Part 8.
- (c) Decision makers are fully informed of both sides and can decide without bias.

10.6 The party(s) to the decision may appeal the decision of the Discipline Committee based on the following criteria:

- (a) Change of Evidence – new information.
- (b) Proceeding Irregularities.
- (c) The Decision was too severe.
- (d) Decision reached in an unjust manner.

10.7 In every case the Discipline Committee will strive to keep matters relating to the case confidential between the party(s) involved. Disclosure of all pertinent information is required for procedural fairness, and therefore complete confidentiality cannot always be assured. Decisions involving expulsion for serious offenses outside the jurisdiction of the Society will be disclosed if required by law.

10.8 Depending on the severity of the actions of members, the Discipline Committee may consider the following disciplinary sanctions:

- (a) Verbal or written apology.

- (b) Letter of reprimand.
- (c) Referral to counseling.
- (d) Removal of Membership privileges.
- (e) Temporary suspension of membership privileges.
- (f) Expulsion.

Part 11 – Appeals

11.1 The Chairman of the Appeals Committee shall be appointed by the President and approved by the Executive Committee for each Appeal heard, based on qualifications and experience and Procedural Fairness in regards to Conflict of Interest.

11.2 The Chairman of the Appeals Committee shall then recommend two (2) additional committee members for a total of Three (3), for Executive Committee approval.

11.3 The Appeals Committee shall review a decision of the Discipline Committee under the above noted conditions in paragraph 10.6 only.

11.4 The Complainant or Respondent who is dissatisfied with a decision of the Discipline Committee may initiate an Appeal on these conditions within seven (7) days of receipt of the written notice of the decision by the Discipline Committee.

11.5 The Notice of Appeal must be in writing and include grounds for the Appeal and the facts supporting the grounds for appeal, supported by a certified cheque or money order in the amount of \$200.00 dollars. If the Appeal is dismissed or the decision modified, the deposit is forfeited to the Society. If the Appeal is upheld the \$200.00 dollar deposit is returned to the Appellant.

11.6 When the Appeal is filed there shall be no stay of suspension imposed, of which is the subject of the appeal.

11.7 The Complainant or Respondent filing the appeal has the right to access all pertinent information on which the ruling was made.

11.8 The decision of the Appeals Committee shall be in writing to the aggrieved party within ten days of the initial filing of the Notice of Appeal.

11.9 Any member that has received a ruling from the Appeals Committee has the right to further appeal to the Executive Committee within seven (7) days of the Appeal decision, by submitting a further \$200/00 dollar deposit. If any member of the Executive Committee is in conflict of interest they will be excused from that meeting. The Appellant shall be heard by the Executive Committee at the next regular meeting. If the Appeal Committee decision is upheld by the Executive Committee, the \$200.00 dollar deposit shall be returned to the Appellant.

11.10 Any member who fails to exhaust the Appeal procedures herein prior to resorting to external legal remedies shall be subject to suspension at the discretion of the majority of the Executive Committee of the Society.

11.11 The timelines established in Parts 8, 10 and 11 may be abridged or extended in certain circumstances, at the sole discretion of the Executive Committee.

Part 12 – Registration of Players

12.1 A parent or legal guardian of a child wishing to play Baseball ~~or Softball~~ with the Society for the next playing season, must at the date and time established by the Executive Committee on an annual basis:

- (a) Complete and sign the player application/registration forms required by the Executive Committee.
 - (b) Provide proof of the child's age and residency consistent with these Bylaws.
 - (c) Make payment of the player registration fee or any other fees the Society may establish from time to time for new registrations, renewals, or late registration fees.
 - (d) Pay any unpaid fees or subscriptions owing from previous years membership in full by certified cheque or money order, prior to accepting new membership.
 - (e) Pay all registration payments by cheque or money order payable to LBA. Cheques must denote the player's name if different than the one printed on the application.
- 12.2 All fees will be paid in full at the time of application/registration.
- 12.3 Notwithstanding the provisions above, the Society has authority and power to refuse an application/registration for playing privileges where:
- (a) The available Field time or other resources of the Society requires limiting the number of person accepted.
 - (b) The parent or legal guardian of the person has been expelled or is suspended as a member of the Society.
 - (c) The person is not eligible as a player in the Society due to a Bylaw, Rule, regulation or directive of the governing bodies of the Society.

Part 13 - Finances

- 13.1 All money received on behalf of the Society must be deposited in a Chartered Bank, Credit Union or Trust Company within the boundaries of the Society that is a member of the Canadian Deposit Insurance Corporation.
- 13.2 All disbursements shall be made by cheque, and shall be signed by any two authorized signatories, which must include the Treasurer and/or President, and must not involve people from the same household or family.
- 13.3 The Treasurer of the Society shall present monthly financial statements and analysis to the Executive Committee, which includes all income, expenditures, assets and liabilities of the Society.
- 13.4 The Treasurer of the Society shall be responsible for the control, safeguarding and reporting of the finances of the Society in accordance with these Bylaws and the *Societies Act*.
- 13.5 No funds will be raised or secured for repayment, without the sanction of a Special Resolution. The Executive Committee is empowered to raise, secure or repay funds at their discretion in order to carry out the purposes of the Special Resolution.

Part 14 - Books and Records

- 14.1 The books and records of the Society shall be open to the inspection of members at such times as will be fixed by the Executive Committee, from time to time.
- 14.2 In the event of a written request for inspection by a member, the books and records will be made available for inspection within two (2) weeks of the written request, at a time and place determined by the Executive Committee.

Part 15 - Seal

- 15.1 The Society may provide a common seal. The common seal of the Society shall be affixed

only when authorized by a resolution of the Executive Committee and then only in the presence of the persons prescribed in the resolution or if no persons are prescribed, in the presence of the President and Secretary and anyone Vice-President.

Part 16 – Provisions Previously in Constitution

16.1 The Society will be affiliated with ~~the Softball BC Association and the~~ BC Minor Baseball Association. This provision is alterable.

16.2 In the event that the Association should at any time be wound up or dissolved, the remaining assets after payment of all debts and liabilities shall be turned over to a recognized charitable organization in the province or elsewhere in Canada as directed by the members. **This provision was previously unalterable.**