

ARTICLE I

- 1.1 The name of this organization shall be "Saskatoon Zone 3 Falcons Softball" and may be officially referred to as "Zone 3", "Zone 3 Falcons", "Saskatoon Falcons" and by "Zone 3 minor ball".
- 1.2 The purpose of this organization shall be:
 - 1.2.1 To promote and provide an opportunity for boys and girls of Saskatoon's Zone 3 to play softball.
 - 1.2.2 To foster and promote sportsmanship, citizenship and leadership.
 - 1.2.3 To do such things as may be, from time to time, deemed appropriate by the executive of the Saskatoon Zone 3 Falcons to carry out the purposes hereinbefore enumerated.

ARTICLE II Definitions and Interpretations

In these bylaws, unless the context otherwise requires:

- 2.1 Zone means Saskatoon Zone 3 Falcons Softball
- 2.2 Officers means the officers of the Saskatoon Zone 3 Falcons Softball executive.
- 2.3 Year means the period from September 1 in any calendar year to and including August 21 in the next calendar year and Fiscal year shall mean the same.
- 2.4 Act means the Non-Profit Corporations Act of Saskatchewan
- 2.5 Parents refers to a player's legal guardian

ARTICLE III Membership and Affiliations

- 3.1 Membership in Saskatoon Zone 3 Falcons Softball is open to any player, coach, manager or player parent residing within the boundaries of Zone 3 and not affiliated with any other Zone.
- 3.2 Players may become members of the Zone upon the filing of a registration form accompanied by such registration fee as may be set from time to time by the executive to cover expenses and operation of the Zone.

ARTICLE IV Officers and Executive

- 4.1 The officers of the Zone that comprise the Zone executive shall be:
 - 4.1.1 Commissioner
 - 4.1.2 Coordinator
 - 4.1.3 Secretary
 - 4.1.4 Treasurer
 - 4.1.5 Facilities, evaluations and training committee chairperson(s)
 - 4.1.6 Equipment and uniforms committee chairperson(s)
 - 4.1.7 Communications and Public relations committee chairperson(s)
 - 4.1.8 Fundraising committee chairperson(s)
 - 4.1.9 Diamonds maintenance and upgrades committee chairperson(s)
 - 4.1.10 community association representative(s) – one from each community within the zone
 - 4.1.11 Members at large
- 4.2 The term of office for Zone Commissioner and Zone Coordinator shall be two (2) years. The Zone Commissioner shall be elected in odd years and the Zone Coordinator shall be elected in even years. These positions will be recommended to the SMSL.
- 4.3 Other executive positions shall hold the following terms and be elected at the Zone's Annual General Meeting:
 - 4.3.1 Secretary – two (2) year term, elected in even years.
 - 4.3.2 Treasurer - two (2) year term, elected in odd years.
 - 4.3.3 Facilities, Evaluations and training committee chairperson(s) - two (2) year term, elected in even years.
 - 4.3.4 Equipment and uniforms committee chairperson(s) - two (2) year term, elected in odd years.
 - 4.3.3 Communications and Public relations committee chairperson(s) - two (2) year term, elected in even years.
 - 4.3.4 Fundraising committee chairperson(s) - two (2) year term, elected in odd years.
 - 4.3.3 Diamonds maintenance committee chairperson(s) - two (2) year term, elected in even years.
 - 4.3.4 representatives from each affiliated community association - as required or provided by the respective community associations.
 - 4.3.3 Members at large - two (2) year term, volunteer past executive members.

- 4.4 Any vacancy occurring on the executive shall be filled, for the balance of the term of such vacancy, by appointment of the Commissioner and on approval of the executive.
- 4.5 Any member of the executive may be removed from office, for cause, by the remainder of the executive.

ARTICLE V Powers and Duties of the Executive

- 5.1 The duties of the individual Executive members, in general, shall be to:
 - 5.1.1 Carry out the objectives of Zone 3 minor ball as set out in Article 1.
 - 5.1.2 Suggest and coordinate activities and undertakings to further the common interest of the teams that comprise Zone 3 minor ball.
 - 5.1.3 Maintain a good public relations program, not only with the teams but also with the general public.
 - 5.1.4 Formulate, interpret and evolve operating guidelines for the purpose of carrying out its duties.
 - 5.1.5 Regularly attend meetings of Zone 3 minor ball and fully participate in the activities of the Zone and remain members in good standing.
- 5.2 The Zone Commissioner shall:
 - 5.2.1 Preside at all meetings he/she attends.
 - 5.2.2 Be the functioning officer between meetings of the Executive.
 - 5.2.3 In accordance with SMSL Bylaws, be responsible for management of softball in the Zone.
 - 5.2.4 With the Treasurer and one other Executive member, have signing authority over all financial matters. Two signatures shall be required on all cheques.
 - 5.2.5 Be ex-officio on all committees.
- 5.3 The Zone Coordinator shall:
 - 5.3.1 Have all powers and perform all duties of the Commissioner in the absence of the Commissioner.
 - 5.3.2 Be the liaison between the Zone Executive and the Community Association coordinators.
 - 5.3.3 Coordinate zone-wide registration for all divisions in the Squirt through Bantam program for boys and girls.
 - 5.3.4 Coordinate communication with coaches and managers of Zone Softball teams.
 - 5.3.5 Coordinate the annual coach selection process.
 - 5.3.6 In accordance with SMSL by-laws, be responsible for management of softball in the Zone.
 - 5.3.7 Carry out other duties as assigned.
- 5.4 The Secretary shall:
 - 5.4.1 Record and distribute minutes from regular, special and annual meetings of Zone 3 minor ball.
 - 5.4.2 Handle such correspondence that may be required from time to time.
 - 5.4.3 Ensure that all meetings are appropriately advertised.
 - 5.4.4 Carry out other duties as assigned.
- 5.5 The Treasurer shall:
 - 5.5.1 Keep the financial records of Zone 3 minor ball.
 - 5.5.2 Prepare yearly financial statements.
 - 5.5.3 Be one of three Directors authorized to have signing authority on all Zone 3 minor ball bank accounts.
 - 5.5.4 Carry out other duties as assigned.
- 5.6 The Facilities, evaluations and training committee chairperson(s) shall:
 - 5.5.1 Coordinate training clinics for Zone 3 players, coaches and parents.
 - 5.5.2 Coordinate evaluations clinics for players.
 - 5.5.3 Arrange for appropriate facilities as required.
 - 5.5.4 Carry out other duties as assigned.
- 5.7 The Equipment and uniforms committee chairperson(s) shall:
 - 5.7.1 Purchase equipment and uniforms as required by Zone 3 and as approved by the Executive.
 - 5.7.2 Coordinate the disbursement collection and maintenance of equipment and uniforms at the beginning and end of each season.
 - 5.7.3 Carry out other duties as assigned.
- 5.8 The Communications and Public Relations committee chairperson(s) shall:
 - 5.8.1 Coordinate all internal and external communication for the Zone.
 - 5.8.2 Maintain or assist in the maintenance of the Zone website.
 - 5.8.3 Maintain a current and confidential address book of all members and past members who wish to be retained on the mailing list.
 - 5.8.4 Actively publicize the Zone and its teams to local and other media as opportunities allow.
 - 5.8.5 Carry out other duties as assigned.

- 5.9 The Fundraising committee chairperson(s) shall:
 - 5.9.1 Coordinate and investigate all fundraising opportunities for the Zone.
 - 5.9.2 Carry out other duties as assigned.
- 5.10 The Diamonds maintenance and upgrades committee chairperson(s) shall:
 - 5.10.1 Monitor and report on the condition of all diamonds within the zone boundaries.
 - 5.10.2 Carry out other duties as assigned.
- 5.11 The Community Association representative(s) shall:
 - 5.11.1 Regularly attend meetings of their respective community associations and remain members in good standing within those associations.
 - 5.11.2 Act as the liaison between the zone executive and the community association.
 - 5.11.2 Carry out other duties as assigned.
- 5.12 The Members at large shall:
 - 5.12.1 Be prepared to share their knowledge of past positions and act as mentors and advisors to current executive members in the respective capacities.
 - 5.12.2 Carry out other duties as assigned.

ARTICLE VI Additional Committees

- 6.1 The additional committees of the Zone shall be:
 - 6.1.1 Coach selection Committee
 - 6.1.2 Protest and Discipline Committee
 - 6.1.3 Such ad hoc committees as may be required by the Executive from time to time
- 6.2 The Coach selection committee shall:
 - 6.2.1 Be appointed by the Commissioner and approved by the executive for the current season
 - 6.2.2 Shall be chaired by the Coordinator or their designate
 - 6.2.3 Shall consist of no fewer than 5 executive members (excluding the chair)
 - 6.2.4 Shall be responsible for reviewing all coaching applications and selecting head coaches for all Zone 3 minor ball teams for the current season.
- 6.3 The Protest and Discipline Committee shall:
 - 6.5.1 Be made up of the Commissioner (or their designate) as the chair and such members of the executive as the Commissioner deems appropriate and as appointed by the Commissioner
 - 6.5.2 Receive, consider and adjudicate upon all protests and discipline action as may be deemed appropriate
 - 6.5.3 Render written decisions concerning its adjudication on any protest and/or disciplinary action to the executive
 - 6.5.4 Ensure that its decision is communicated to the persons concerned
 - 6.5.5 Carry out such duties as may from time to time be assigned to it by the executive

ARTICLE VII Meetings

- 7.1 Regular meetings of the Zone Executive shall be held monthly or at another mutually agreed upon schedule which is duly publicized to the Executive. A minimum of one week's notice shall be given to all executive members for meetings.
- 7.2 Each executive member, excluding the Commissioner or acting chair, shall have one (1) vote on motions.
- 7.3 The Commissioner (or acting chair) shall have one (1) tie-breaking vote in the case of a tie on a motion.
- 7.4 Motions shall be considered carried when the majority of voting members have voted in favour of a motion.
- 7.5 The Commissioner may call a special meeting of the Executive at any time and shall call such meeting at the request of five (5) or more executive members.
- 7.6 Quorum at meetings of the Zone Executive shall be four (4) executive members plus the Commissioner or their designate.
- 7.7 No meeting shall be held where quorum is not met, unless in the instances named under section 7.8
- 7.8 In the event that it is inconvenient to call a meeting of the Executive, the Commissioner may conduct a vote by telephone or other electronic means and any motion voted upon by this method shall be deemed passed if a majority votes in favour of the motion.

ARTICLE VIII Annual General Meetings

- 8.1 The Annual General Meeting of the membership of Zone 3 minor ball shall be held at the call of the Commissioner and within ninety (90) days of the year end.
- 8.2 Notice of the time and place of the Annual General Meeting shall be given to the membership in any form or means deemed appropriate by the Executive between twenty-five (25) and forty (40) days prior to the meeting.
- 8.3 Requests for motions to be considered at the Annual General Meeting shall be submitted in writing to the Executive for its consideration between forty-five (45) and sixty (60) days prior to the meeting.
- 8.4 Motions to be considered at the Annual General Meeting shall be advertised to the membership as deemed appropriate by the Executive between twenty-five (25) and forty (40) days prior to the meeting.
- 8.5 One vote shall be allocated to each member in good standing for the purpose of the Annual General Meeting or other special meetings of the membership as follows:
 - 8.5.1 A parent or legal guardian for each player under age eighteen (18);
 - 8.5.2 OR each player who is age eighteen (18) or over;
 - 8.5.3 OR each coach from the preceding season who does not already have voting rights;
 - 8.5.4 OR each Executive member of Zone 3 minor ball who does not already have voting rights;
 - 8.5.5 OR each community coordinator of any Community Association, within Zone 3 who does not already have voting rights.
- 8.6 Elections for vacant or expired terms of office for Executive members of Zone 3 minor ball shall be held at the Annual General Meeting. A nominee shall be considered elected when he or she has received the most votes by voting members at the Annual General Meeting. At the discretion of the membership, acclamations may be announced if there are no other qualified nominations, or the position may remain vacant.
- 8.7 Motions to amend the bylaws of Zone 3 minor ball shall be considered carried when two-thirds (2/3) of the voting members at the Annual General Meeting or other special meeting have voted in favour of the motion. Other motions shall be considered carried when a majority of the voting members at the Annual General Meeting or other special meeting have voted in favour of the motion.
- 8.8 Annual Financial statements shall be presented at the Annual General Meeting.
- 8.9 Quorum at the Annual General Meeting shall be all those members of Zone 3 minor ball in good standing who are in attendance at the meeting.
- 8.10 Roberts Rules of Order shall guide all meetings.

ARTICLE IX Coaches and Assistant Coaches

- 9.1 There shall be a public call for interest for anyone wishing to become head coach of a Zone 3 minor ball team.
- 9.2 A committee, chaired by the Zone Coordinator, shall be struck to conduct the process of selecting coaches for Zone 3 minor ball teams.
- 9.3 All head coaches of Zone 3 minor ball teams must hold or be in a position to obtain the minimum National Coaching Certification Program (NCCP) Coaching Levels required by Softball Saskatchewan prior to the end of the season for which they have been selected. Season refers to the start and end dates set by SMSL for the year in which the applicant is applying to coach. Failure to do so will result in the disqualification of the coach.
- 9.4 All head coaches of Zone 3 minor ball teams shall be selected by the Coach selection committee as appointed by the Commissioner

ARTICLE X Discipline

- 10.1 Any coach, assistant coach or manager connected in any way with Zone 3 minor ball may be removed from their position for any conduct on or off the playing field which, in the judgment of the Executive, is detrimental to the game of softball.

ARTICLE XI Amendment and Effective Date

- 11.1 These bylaws may be amended, repealed or replaced by a two-thirds (2/3) majority of voting members present at an Annual General Meeting or at a special meeting called for that purpose.
- 11.2 Any proposed amendment must include the articles and sections of the bylaws to be amended and must be submitted in writing to the Executive between forty-five (45) and sixty (60) days prior to any Annual General Meeting or special meeting called for that purpose.
- 11.3 All proposed amendments to the bylaws must be advertised to the membership between twenty-five (25) and forty (40) days prior to the date of the Annual General Meeting or special meeting called for that purpose.
- 11.4 These bylaws shall come into effect upon approval at an Annual General Meeting or a special meeting called for that purpose.

ARTICLE XII Certificate and Approval

- 12.1 These bylaws are declared to be passed by motion this 27th day of March, 2008 A.D. as attested to by the hand of the Executive this 27th day of March, 2008
- 12.2 and amended this _____ in accordance with Article 11 of these bylaws.