

Raiders

SASKATOON

PASSED AND AMENDED:

February 22, 1998
October 21, 2001
October 5, 2003
October 17, 2004
October 16, 2005
October 7, 2008
October 6, 2009
September 13, 2011
September 15, 2015

TBD

1.Name and purpose.

- 1.1. The name of this organization shall be Saskatoon Minor Zone 2 Softball and may be referred to as "Zone 2 Softball" or "Raiders Zone 2 Softball" and shall be known commonly as the "Saskatoon Raiders".
- 1.2. The purpose of this organization shall be:
 - 1.2.1. To promote the sport of minor softball within the Zone.
 - 1.2.2. To provide an opportunity for boys and girls of Zone 2 Softball in the minor categories to play softball.
 - 1.2.3. To do such things as may be, from time to time, deemed appropriate by the Executive of Zone 2 Softball to carry out the purposes hereinbefore enumerated.

2.Membership and Affiliation.

- 2.1. Members in good standing are defined as those who have fully paid fees to Zone 2 Softball in the current season up until the beginning of registration for the following season; and those who have not been sanctioned by Zone 2 Softball for any reason.
- 2.2. Members shall consist of players and their families as well as duly elected Directors of the Zone 2 Board of Directors and Members of the coaching staff of any Zone 2 Softball in the previous season.
- 2.3. Membership in Zone 2 Softball is open to any player residing in the boundaries of Zone 2 as shall be set from time to time by the Saskatoon Minor Softball League (SMSL).

3.Directors and Executive.

- 3.1. The Executive of Zone 2 Softball shall consist of the following Directors:
 - 3.1.1. Zone Commissioner
 - 3.1.2. Zone Coordinator
 - 3.1.3. Secretary & Volunteer Director
 - 3.1.4. Treasurer
 - 3.1.5. Equipment Director
 - 3.1.6. Tournament Director (2)
 - ~~3.1.7. Uniform and Clothing director~~
 - 3.1.8. Fundraising Director
 - ~~3.1.9. Evaluations and Clinics director~~
 - 3.1.10. Communications & Brand Director
 - 3.1.11. Learn to Play Director(2)
 - 3.1.12. Player Development Director
- 3.2. Members at Large
 - 3.2.1. Member at Large (1)
 - 3.2.2. Member at Large (2)
 - ~~3.2.3. Member at Large (3)*~~
 - ~~3.2.4. Member at Large (4)~~
 - 3.2.5. Past Commissioner
- 3.3. Zone Committees
 - 3.3.1. Coach Selection Committee -
 - 3.3.1.1. the committee will be appointed by the Executive and will include a total of 3 members (including the chairperson),
 - 3.3.1.2. any members of the Executive who have applied for a coaching role in the current season be ineligible from participation in the Coach Selection Committee,
 - 3.3.1.3. the Zone commissioner or Zone coordinator may appoint a non-Executive expert to chair the committee if the Zone commissioner and Zone coordinator are ineligible from serving on the Committee
 - 3.3.2. Junior League Team Creation Committee
 - 3.3.2.1. the committee will be appointed by the Executive and will include a total of 3 members

- (including the chairperson),
- 3.3.2.2. shall be comprised of the Zone Commissioner, Zone Coordinator and one additional Executive Member, to fulfill the duties of recommending players for junior league team(s) for final approval by the Executive.
- 3.3.2.3. the Zone commissioner or Zone coordinator may appoint an additional executive member or a non-Executive expert to chair the committee if the Zone commissioner and Zone coordinator are unable to serve on the Committee
- 3.3.3. Other committees of the Executive may be appointed as deemed necessary. At least one member of each committee shall be a Director of Zone 2 Softball.

4. Terms of Office

- 4.1. 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.
- 4.2. Other executive positions shall hold the following terms:
- 4.2.1. Secretary & Volunteer Director – two (2) year term, elected at the zone 2 Softball Annual General Meeting in even years.
- 4.2.2. Treasurer - two (2) year term, elected at the zone 2 Softball Annual General Meeting in odd years.
- 4.2.3. Equipment Director - two (2) year term, elected at the zone 2 Softball Annual General Meeting in even years.
- 4.2.4. Tournament Director (2) – two (2) year term, elected at the Zone 2 Softball Annual General Meeting in even & odd years
- ~~4.2.5. Uniform and Clothing director – two (2) year term, elected at the zone 2 Softball Annual General Meeting in odd years.~~
- 4.2.6. Fundraising Director - two (2) year term, elected at the zone 2 Softball Annual General Meeting in even years.
- ~~4.2.7. Evaluations and Clinics director – two (2) year term, elected at the zone 2 Softball Annual General Meeting in odd years.~~
- 4.2.8. Communications & Brand Director - two (2) year term, elected at the zone 2 Softball Annual General Meeting in odd years.
- 4.2.9. Learn to Play Director (2) – two (2) year term, elected at the zone 2 Softball Annual General Meeting in even & odd years
- 4.2.10. Player Development Director - two (2) year term, elected at the zone 2 Softball Annual General meeting in even years
- ~~4.2.11. Omit this position from Zone 2 Softball~~
- 4.2.12. Member at Large (1) – two (2) year term, elected at Zone 2 Softball Annual General Meeting in even years.
- 4.2.13. Member at Large (2) – two (2) year term, elected at Zone 2 Softball Annual General Meeting in odd years.
- ~~4.2.14. Member at Large (3) – two (2) year term, elected at Zone 2 Softball Annual General Meeting in even years.~~
- ~~4.2.15. Member at Large (4) – two (2) year term, elected at Zone 2 Softball Annual General Meeting in odd years.~~
- 4.2.16. Past Zone Commissioner - one (1) year term, appointed at Zone 2 Softball Annual General Meeting in odd years immediately following a served term of Zone Commissioner. This position is voted on only by the new Executive.
- 4.3. Members at Large positions are only eligible for election when all vacant Director positions have been filled.
- 4.4. All officers shall be eligible for re-election. No Director may serve the same office for more than three (3) consecutive terms.
- 4.5. Any vacancy occurring on the Executive shall be filled, for the balance of the term of such vacancy, by the

- Executive.
- 4.6. Any person may hold no more than one (1) Executive position per term, except upon agreement by the Executive.
 - 4.7. Any Director may be removed from office, for cause (examples may include but are not limited to failure to attend meetings, breach of Non Disclosure Agreement (NDA) or breach of Code of Conduct), by the remainder of the Executive. In the case of the Commissioner or Coordinator, removal shall be recommended by the SMSL.
 - 4.8. A member of the Zone Executive ceases to hold office upon death, removal from office, becoming unqualified, expiration of term of office or submission of a resignation.

5. Duties of the Executive

- 5.1. The duties of the individual Directors, in general, shall be to:
 - 5.1.1. Carry out the objectives of Zone 2 Softball 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 2 Softball.
 - 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 2 Softball and fully participate in the activities of Zone 2 Softball and remain members in good standing.
 - 5.1.6. Upon acceptance of an executive position all executive members will sign a non-disclosure agreement (NDA) and agree to abide by the Softball Saskatchewan Code of Conduct
<https://cloud.rampinteractive.com/softballsaskatchewan/files/Policies/Softball%20Sask.%20Code%20of%20Conduct%20Policy%20-%20July%202023.pdf>.
- 5.2. The Zone Commissioner shall:
 - 5.2.1. Be the functioning officer between meetings of the Executive.
 - 5.2.2. In accordance with SMSL Bylaws, be responsible for management of softball in Zone 2 and attend all SMSL meetings
 - 5.2.3. Bring forward zone issues, requests, and recommendations forward for discussion at SMSL meetings.
 - 5.2.4. Be the liaison between the Zone 2 Softball Executive and external agencies.
 - 5.2.5. Support communication regarding coach certification/pathways as required for junior league divisions.
 - 5.2.6. The Treasurer, Zone commissioner and one other Director (as appointed by the Zone Commissioner), have signing authority over all financial matters. Two (2) signatures shall be required on all payments/cheques.
 - 5.2.7. Collaborate with the Secretary and Volunteer Director as required to establish volunteer schedules as required
 - 5.2.8. Coordinate and chair the Issues committee
 - 5.2.9. Be ex-officio on all committees.
 - 5.2.10. Carry out other duties as assigned.
- 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. Attend all SMSL meetings with the Commissioner.
 - ~~5.3.3. Bring forward zone issues, requests, and recommendations forward for discussion at SMSL meetings.~~
 - ~~5.3.4. Be the liaison between the Zone 2 Softball Executive and external agencies.~~
 - 5.3.5. Coordinate Zone-wide registration for all divisions in the junior league program, as defined by

SMSL.

- 5.3.6. Coordinate evaluations for all players in the junior league..
 - ~~5.3.7. Coordinate and book all facility times for training and evaluation time for the zone.~~
 - 5.3.8. Coordinate communication with coaches and managers of Zone 2 Softball teams.
 - 5.3.9. Coordinate the annual coach selection process and chair the coach selection committee.
 - 5.3.10. Notify coaching staff of any parent or players who declined Name, Image and Likeness (NIL) for the zone for website, social media channels or on team IG/FB pages.
 - 5.3.11. Look into, apply and complete all grants that would be available to Zone 2 Softball and its benefit
 - 5.3.12. Collaborate with the Secretary and Volunteer Director as required to establish volunteer schedules as required
 - 5.3.13. In accordance with SMSL by-laws, be responsible for management of softball in Zone 2.
 - 5.3.14. Carry out other duties as assigned.
- 5.4. The Secretary & Volunteer Director shall:
- 5.4.1. Record and distribute minutes from regular, special and annual meetings of Zone 2 Softball.
 - 5.4.2. Handle such correspondence that may be required from time to time.
 - 5.4.3. Ensure that all Executive meetings are appropriately advertised.
 - 5.4.4. Establish and coordinate volunteer pool and develop volunteer schedules for events as required. Examples may include volunteers for 'Raiders Rally as directed by the Fundraising Coordinator, Raiders Early Bird tournament as directed and Provincial/City Tournaments.
- 5.5. The Treasurer shall:
- 5.5.1. Keep the financial records of Zone 2 Softball.
 - 5.5.2. Prepare the yearly financial statements.
 - 5.5.3. Be one of three (3) Directors authorized to have signing authority on all Zone 2 Softball bank accounts.
 - 5.5.4. Prepare a budget for the year.
 - 5.5.5. Carry out other duties as assigned.
- 5.6. The Equipment Director shall:
- 5.6.1. Purchase equipment as approved by the Executive.
 - 5.6.2. Coordinate the disbursement and collection of equipment at the beginning and end of each season.
 - 5.6.3. Keep record of inventory of zone equipment
 - 5.6.4. Carry out other duties as assigned.
- 5.7. The Tournament Directors (2) shall:
- 5.7.1. Coordinate Annual Raiders Early Bird tournament.
 - 5.7.2. Make rules and regulations and determine size/divisions of the tournament, collect fees, book diamonds, umpires, advertise tournament
 - 5.7.3. Schedule games, request volunteers schedule from volunteer coordinator for each game, make and distribute diamond boxes
 - 5.7.4. Collaborate with the Secretary and Volunteer Director as required to establish volunteer schedules as required
 - 5.7.5. Carry out other duties as assigned.
- ~~5.8. The Uniform and Clothing director shall:~~
- ~~5.8.1. Coordinate the distribution, collection and maintenance of uniforms for all Zone 2 Softball teams.~~
 - ~~5.8.2. Coordinate other Zone 2 clothing purchases by players and families.~~
 - ~~5.8.3. Purchase clothing for new Raiders executive members~~
 - ~~5.8.4. Carry out other duties as assigned.~~

5.9. The Fundraising director shall:

- 5.9.1. Coordinate fundraising opportunities for Zone 2 Softball to achieve fundraising target established in annual budget
- 5.9.2. Coordinate a fundraising dinner or event which includes ticket sales, communication with the caterer and teams, silent action item collection and raffle baskets from each team, 50/50 raffle set up and market
- 5.9.3. Coordinate any other fundraising ideas as required/identified.
- 5.9.4. Collaborate with the Secretary and Volunteer Director as required to establish volunteer schedules as required
- 5.9.5. Carry out other duties as assigned.

5.10. ~~The Evaluations and Clinics director shall:~~

- ~~5.10.1. Coordinate training clinics for all players.~~
- ~~5.10.2. Coordinate evaluations clinics for all players.~~
- ~~5.10.3. Carry out other duties as assigned.~~

5.11. The Communications & Brand Director shall:

- 5.11.1. Coordinate all internal and external communication including social media platforms (including the Raiders Buy and Sell) for the Zone.
- 5.11.2. Coordinate paid social media ad campaigns as required.
- 5.11.3. Maintain or assist in the maintenance of the Zone 2 website.
- 5.11.4. Maintain a current and confidential address book of all Zone 2 members and past members who wish to be retained on the mailing list.
- 5.11.5. Ensure that all General meetings, including the AGM are appropriately advertised.
- 5.11.6. Actively publicize the Raiders and its teams to local and other media as opportunities allow.
- 5.11.7. Advertise the Raiders Rally and other public relations events as required.
- 5.11.8. Advertise for registration in the zone
- 5.11.9. Coordinate the distribution, collection and maintenance of uniforms for all Zone 2 Softball teams.
- 5.11.10. Collaborate with the Secretary and Volunteer Director as required to establish volunteer schedules as required
- 5.11.11. Coordinate other Zone 2 clothing purchases by players and families.
- 5.11.12. Coordinate the purchase of clothing for new Raiders executive members
- 5.11.13. Carry out other duties as assigned.

5.12. Learn to Play Director (2) shall:

- 5.12.1. Promote and coordinate Learn to Play Program activities in the Zone.
- 5.12.2. Organize and manage player clinics, find coaches and assistant coaches, ensure they attend required training through SMSL.
- 5.12.3. Organize and distribute equipment and purchase new equipment as needed in collaboration with the Equipment Director.
- 5.12.4. Manage Learn to Play email account and respond to enquiries
- 5.12.5. Coordinate Zone-wide registration for all learn to play divisions.
- 5.12.6. Create teams while managing friend requests to the best of ability.
- 5.12.7. Manage communication with coaches and parents before and during the season
- 5.12.8. Liaison with SMSL and other zone Learn to Play coordinators
- ~~5.12.9. Review registrations and worked with Kelly to make corrections, refunds (Kelly has been manning the registrations the last couple years but I believe it is supposed to be the coordinators responsibility~~
- 5.12.10. Carry out other duties as assigned.

5.13. Player Development Director

- 5.13.1. Coordinate and book all facility times for training and evaluation time for the zone.

- 5.13.2. Coordinate off-season development sessions for players for all divisions in the junior league program, as defined by SMSL
 - 5.13.3. Coordinate off-season development sessions for players for all divisions in the Learn to PPlay Program as defined by SMSL
 - 5.13.4. Prepare an annual budget for player development for presentation to treasurer as part of annual budget
 - 5.13.5. Collaborate with the Secretary and Volunteer Director as required to establish volunteer schedules as required
 - 5.13.6. Carry out other duties as assigned.
- 5.14. The Member at Large (1) shall:
- 5.14.1. Provide support to the Executive and carry out all duties as assigned.
 - 5.14.2. Will not have voting rights as per article 6.4.
- 5.15. The Member at Large (2) shall:
- 5.15.1. Provide support to the Executive and carry out all duties as assigned:
 - 5.15.2. Will not have voting rights as per article 6.4.
- ~~5.16. The Member at Large (3) shall:~~
- ~~5.16.1. Provide support to the Executive and carry out all duties as assigned.~~
- ~~5.17. The Member at Large (4) shall:~~
- ~~5.17.1. Provide support to the Executive and carry out all duties as assigned.~~
- 5.18. The Past Zone Commissioner shall:
- 5.18.1. Provide support to the Zone Commissioner.
 - 5.18.2. Support the current Zone Executive in an advisory capacity.
 - 5.18.3. Will not have voting rights as per Article 6.2.
- 5.19. Coach Selection Committee
- 5.19.1. Chaired by the Zone Coordinator and/or Zone Commissioner (dependent upon annual coach applications)
 - 5.19.2. Develop a selection criteria for coaches including interview questions
 - 5.19.3. Interview each potential coach in each division
 - 5.19.4. Provide a recommendation for a selection of head coach for each Junior A team and B teams (as required) to the Zone executive
 - 5.19.5. Provide feedback to coach applicants as requested
 - 5.19.6. A member of committee will attend all Junior A (or equivalent division) initial parent meetings
- 5.20. Junior League Team Creation Committee
- 5.20.1. Chaired by the Zone Coordinator and/or Zone Commissioner.
 - 5.20.2. Shall utilize the zone Team Selection Process document to guide team(s) selection in the creation of junior league (as defined by SMSL) teams for all divisions as defined by Softball Saskatchewan (i.e. A, B or C)the zone
 - 5.20.3. Shall present recommended rosters for Junior league teams to the Executive for final approval

6.Meetings of the Executive.

- 6.1. Regular meeting of the Zone 2 Softball Executive shall be held monthly or at another mutually agreed upon schedule which is duly publicized by the executive. A minimum of one week's notice shall be given to all Directors for meetings.
- 6.2. Each Executive member; excluding the Zone Commissioner and Past Zone Commissioner, shall have one (1) vote on motions.

- 6.3. The **Zone Commissioner** shall have one (1) tie-breaking vote in the case of a tie on a motion.
- 6.4. A motion shall be considered carried when the majority of voting Directors have voted in favour of that motion.
- 6.5. The **Zone** Commissioner may call a special meeting of the Executive at any time, and shall call such a meeting at the request of five (5) or more Directors.
- 6.6. Quorum at meetings of the Zone 2 Softball Executive shall be half of the Directors plus one (1).
- 6.7. No meeting shall be held where quorum is not met, unless in the instances named under Section 6.5.
- 6.8. 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.
- 6.9. **Dates for all executive meetings will be established and communicated at the September meeting (following AGM)**
- 6.10. **If any executive member misses more than 2 meetings during the fiscal year (September – August) a motion can be brought by the Zone Commissioner or Zone Coordinator to remove the executive member and appoint a replacement.**

7. Annual Meetings of the Organization.

- 7.1. The Annual General Meeting (AGM) of the membership of Zone 2 Softball shall be held at the call of the Commissioner within ninety (90) days following the year end.
- 7.2. Notice of the time and place of the AGM shall be given to the membership in any form and means deemed appropriate by the Executive between twenty-five (25) and forty (40) days prior to the meeting.
- 7.3. Requests for motions to be considered at the AGM shall be submitted in writing to the Executive for its consideration between forty-five (45) and sixty (60) days prior to the meeting.
- 7.4. **Motions to be considered at the AGM shall be advertised to the membership as deemed appropriate by the Executive between twenty-five (25) and forty (40) days prior to the meeting.**
- 7.5. One vote shall be allocated to each member in good standing for the purpose of the AGM or other special meetings of the membership as follows:
 - 7.5.1. A parent and legal guardian for each player under age eighteen (18);
 - 7.5.2. OR each player who is age eighteen (18) or over;
 - 7.5.3. OR each coach from the preceding season who does not already have voting rights;
 - 7.5.4. OR each Director of Zone 2 Softball who does not already have voting rights;
 - ~~7.5.5. OR each community coordinator of any Community Association, within Zone 2 who does not already have voting rights.~~
- 7.6. Elections for vacant or expired terms of office for Directors of Zone 2 Softball shall be held at the AGM. A nominee shall be considered elected when he or she has received the most votes by voting members at the AGM.
- 7.7. Motions to amend the **Bylaws** of Zone 2 Softball shall be considered carried when two-thirds (2/3) of the voting members at the AGM, or other special meeting, have voted in favour of the motion.
- 7.8. **Motions to request a financial review of fiscal records shall be considered carried when two thirds (2/3) of the voting members at the AGM, or other special meeting, have voted in favour of the motion.**
- 7.9. Other motions shall be considered carried when a majority of the voting members at the AGM, or other special meeting, have voted in favour of the motion.
- 7.10. Annual financial statements shall be presented at the AGM.
- ~~7.11. The membership shall request a financial review of Zone 2 Softball at the AGM.~~
 - ~~7.11.1. The auditor(s) shall audit the fiscal records of Zone 2 Softball.~~
 - ~~7.11.2. The auditor(s) shall submit a written report to the AGM.~~
 - ~~7.11.3. The term of office of the auditor(s) shall be for one (1) year.~~
- 7.12. The fiscal year end shall be August 31st.
- 7.13. Quorum at the AGM shall be all those members of Zone 2 Softball in good standing who are in attendance at the meeting.
- 7.14. Roberts' Rules of Order shall guide all meetings

8.Coaches and Assistant Coaches.

- 8.1. There shall be a public call for interest by anyone wishing to become a coach of a Zone 2 team.
- 8.2. A Coach Selection Committee, chaired by the Zone Coordinator or Zone Commissioner (as referenced in article 5.16), shall be struck to conduct the process of selecting coaches for Zone 2 teams.
 - 8.2.1. All head coaches of Zone 2 A teams shall be recommended by the coach selection committee and selected through a majority vote of the executive.
- 8.3. All coaches (Head and Assistant) of Zone 2 A 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 June in the season they have been selected. Failure to do so will result in the disqualification of the coach.
 - 8.3.1. Assistant coaches will not be required to obtain certification, although the zone encourages and highly recommends assistant coaches to obtain certification to provide more educated and trained coaching to players.
- 8.4. Any coach or assistant coach who receives certification and coaches within the Zone will be reimbursed for certification fees.
- 8.5. All coaches and assistant coaches must obtain their Respect in Sport certification prior to the start of the season. Managers who also perform assistant coach duties must also obtain their Respect in Sport Certification.

9.Discipline.

- 9.1. Any coach, assistant coach, manager or team treasurer connected in any way with Zone 2 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.
 - 9.1.1. The Zone 2 executive will be guided by the Softball Saskatchewan Code of Conduct and will abide by the decision of the SMSL Dispute Resolution Committee as required.

10.Amendment and Effective Date.

- 10.1. The Bylaws may be amended, repealed or replaced by a two-thirds (2/3) majority of voting members present at the AGM or at a special meeting called for that purpose.
- 10.2. 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 AGM or special meeting called for that purpose.
- 10.3. 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 AGM or special meeting called for that purpose.
- 10.4. The Bylaws shall come into effect upon approval at an AGM or special meeting called for that purpose.
- ~~10.5. 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.~~

11. Certificate and Approval.

- 11.1. This Constitution is declared to be passed by motion this 22nd day of February, 1998 A.D. as attested to by the hand of the Executive this 22nd day of February, 1998 A.D.
- 11.2. And amended this 21st day of October, 2001 A.D.
- 11.3. And amended this 5th day of October, 2003 A.D.
- 11.4. And amended this 17th day of October, 2004 A.D.
- 11.5. And amended this 16th day of October, 2005 A.D.
- 11.6. And amended this 7th day of October, 2008 A.D.
- 11.7. And amended this 6th day of October, 2009 A.D.
- 11.8. And amended this 13th day of September, 2011 A.D. in accordance with Article 9 of this Constitution.
- 11.9. And amended this 15th day of September, 2015 A.D. in accordance with Article 9 of this Constitution.
- 11.10. And amended this XXth day of XXXXXXXX, XXXX A.D. in accordance with Article 10 of the Bylaws.