

**CLARINGTON BASEBALL ASSOCIATION  
BY-LAWS**

**ARTICLE I                      GENERAL**

1.1     Purpose – These By-laws relate to the general conduct of the affairs of the Clarington Baseball Association.

1.2     Definitions – The following terms have these meanings in these By-laws:

- a) *Act* – the *Ontario Not-for-Profit Corporations Act, 2010*.
- b) *Association* – the Clarington Baseball Association.
- c) *Auditor* – an individual, partnership, or corporation appointed by the Members at the Annual Meeting to audit the books, accounts, and records of the Association for a report to the Members at the next Annual Meeting in accordance with the Act.
- d) *Board* – the Board of Directors of the Association.
- e) *Days* – days including weekends and holidays.
- f) *Director* – an individual elected or appointed to serve on the Board pursuant to these By-laws.
- g) *Extraordinary Resolution* – a resolution passed by not less than eighty (80) percent of the votes cast on that resolution.
- h) *In Writing* – shall include both hard copy and electronic communication in a form determined appropriate by the Board.
- i) *Officer* – an individual elected or appointed to serve as an Officer of the Association pursuant to these By-laws.
- j) *Ordinary Resolution* – a resolution passed by a majority of the votes cast on that resolution or consented to by all voting Members entitled to vote on that resolution.
- k) *Special Resolution* – a resolution passed by not less than two-thirds of the votes cast on that resolution. Special Resolutions considered by the Members must be submitted to a Special Meeting of the Members unless each Member present at the meeting consents to the resolution.

1.3     Registered Office – The registered office of the Association will be located within the Province of Ontario.

1.4     No Gain for Members – The Association will be carried on without the purpose of gain for its Members and any profits or other accretions to the Association will be used in promoting its objects.

1.5     Ruling on By-laws – Except as provided in the Act, the Board will have the authority to interpret any provision of these By-laws that is contradictory, ambiguous, or unclear, provided such interpretation is consistent with the objects of the Association.

1.6     Conduct of Meetings – Unless otherwise specified in these By-laws, meetings of the Members and meetings of the Board will be conducted according to Robert's Rules of Order (current edition).

1.7     Affiliations – The Association shall abide by the overarching rules set out by these governing bodies, in addition to the adaptation of these rules specifically for House League play in the Association: Eastern Ontario Baseball Association (EOBA), Eastern Ontario Select Baseball Association (EOBSA), Baseball Ontario, and Baseball Canada.

1.8     Interpretation – Words importing the singular will include the plural and vice versa and words importing persons will include bodies corporate. Words importing an organization name, title, or program will include any successor organizational name, title, or program.

## **ARTICLE II MEMBERSHIP**

2.1 Categories – The Association has the following category of Member:

- a) Regular Member – Regular Members include:
  - i. Registered players within the Association’s Elite, Rep, Select and House League programs;
  - ii. Directors
  - iii. Team Managers and Coaches of Elite, Rep, Select and House League teams.

2.2 Registration – Each category of Member must register with the Association and agree to abide by the Association’s By-laws, policies, procedures, rules and regulations.

2.3 Eligibility – Coaches or Team Managers representing house league teams or rep teams must have spent at least one (1) year as a Registrant before being eligible for membership.

### **Authority of Members**

2.4 Membership Authority – The Members of the Association will have the following powers:

- a) To appoint the Auditor
- b) To amend the By-laws
- c) To elect Directors; and
- d) As provided in the Act and in these By-laws

### **Admission and Renewal of Members**

2.5 Admission and Renewal of Members – Any candidate will be admitted or renewed as a Member if:

- a) The candidate member makes an application for membership in a manner prescribed by the Association;
- b) The candidate member was previously a Member, the candidate member was a Member in good standing when the candidate ceased to be a Member;
- c) The candidate member has paid fees as prescribed by the Board;
- d) The candidate member agrees to uphold and comply with the Association’s governing documents;
- e) The candidate member meets any other condition of membership determined by the Board;
- f) The candidate member has met the applicable definition listed in Section 2.1; and
- g) The candidate member has been approved by Ordinary Resolution by the Board or by any committee or individual delegated this authority by the Board.

### **Membership Fees and Duration**

2.6 Duration – Excluding Directors who are members until they are no longer a Director, unless otherwise determined by the Board, membership with the Association begins on the date the Board accepts the member’s registration and ends at the conclusion of the next Annual Meeting of Members or when the Member resigns or is terminated from membership.

2.7 Fees – Membership fees will be determined by the Board.

2.8 Deadline – Members will be notified in writing of the membership fees at any time payable, and if the membership fees are not paid within sixty (60) days of the membership renewal date or notice of default, the Member in default will automatically cease to be a Member of the Association.

### **Transfer, Suspension, and Termination of Membership**

2.9 Transfer – Membership in the Association is non-transferable.

2.10 Suspension – A Member may be suspended, pending the outcome of a discipline hearing in accordance with the Association’s policies related to discipline, or by Special Resolution of the Board at a meeting of the Board provided the Member has been given notice of and the opportunity to be heard at such meeting.

2.11 Effects of Suspension – A suspended Member is not in good standing, may not vote at meetings of the Members, is not permitted to have any sport-related involvement with the Association, and may be subject to a probationary period before being reinstated to good standing.

2.12 Termination – Membership in the Association will terminate immediately upon:

- a) The expiration of the Member’s membership, unless renewed in accordance with these By-laws;
- b) The Member fails to maintain any of the qualifications or conditions of membership described in Section 2.1 of these By-laws;
- c) Resignation by the Member by giving written notice to the Association;
- d) Dissolution of the Association;
- e) A decision made by the Board (or designate) or a disciplinary panel in accordance with these By-laws or the Association’s policies;
- f) The Member’s death; or
- g) By Ordinary Resolution of the Board or of the Members at a duly called meeting, provided fifteen (15) days’ notice is given and the Member is provided with reasons and the opportunity to be heard. Notice will set out the reasons for termination of membership and the Member receiving the notice will be entitled to submit a written submission opposing the termination.

2.13 May Not Resign – A Member may not resign from the Association when the Member is subject to disciplinary investigation or action by the Association.

2.14 Arrears – A Member will be expelled from the Association for failing to pay membership dues or monies owed to the Association by the deadline dates prescribed by the Board. Any dues, subscriptions, or other monies owed to the Association by suspended or expelled Members will remain due.

2.15 Discipline – A Member may be disciplined in accordance with the Association’s policies and procedures relating to the discipline of Members or, upon fifteen (15) days’ written notice to a Member the Board may pass a resolution authorizing disciplinary action or the termination of membership for violating any provision of the articles or By-laws. The notice shall set out the reasons for the disciplinary action or termination of membership. The Member receiving the notice shall be entitled to give the Board a written submission opposing the disciplinary action or termination not less than five (5) days before the end of the 15-day period. The Board shall consider the written submission of the Member before making a final decision regarding disciplinary action or termination of membership.

### **Good Standing**

2.16 Definition – A Member will be in good standing provided that the Member:

- a) Has not been suspended or expelled from membership, or had other membership restrictions or sanctions imposed;
- b) Has completed and remitted all documents as required by the Association;
- c) Has complied with the By-laws, policies, and rules of the Association;
- d) Is not subject to a disciplinary investigation or action by the Association, or if subject to disciplinary action previously, has fulfilled all terms and conditions of such disciplinary action to the satisfaction of the Board; and
- e) Has paid all required membership fees.

2.17 Privileges of Good Standing - Subject to these By-laws and other governing documents of the Association, Members in good standing may be entitled to the following privileges:

- a) To attend, participate, and vote at meetings of the Members;
- b) To participate in the Association's activities; and
- c) To participate in other events associated with the Association.

2.18 Cease to be in Good Standing – Members that cease to be in good standing, as determined by the Board (or designate) or a disciplinary panel, will not be entitled to vote at meetings of the Members or be entitled to the benefits and privileges of membership until such time as the Board is satisfied that the Member has met the definition of good standing.

### **ARTICLE III                      MEETINGS OF MEMBERS**

3.1 Annual Meeting – The Association will hold meetings of Members at such date, time and place as determined by the Board within the Province of Ontario. The Annual Meeting will be held within fifteen (15) months of the last Annual Meeting and within six (6) months of the Association's fiscal year end. Any Member, upon request, will be provided, not less than ten (10) days before the annual meeting, with a copy of the approved financial statements, auditor's report (if any) or review engagement report (if any).

3.2 Special Meeting – A Special Meeting of the Members may be called at any time by Ordinary Resolution of the Board or upon the written requisition of ten percent (10%) or more of the voting Members for any purpose connected with the affairs of the Association that does not fall within the exceptions listed in the Act or is otherwise inconsistent with the Act, within twenty-one (21) days from the date of the deposit of the requisition.

3.3 Participation/Holding by Electronic Means – Any person entitled to attend a meeting of Members may participate in the meeting by telephonic or electronic means that permit all participants to communicate adequately with each other during the meeting if the Association makes such means available. A person so participating in a meeting is deemed to be present at the meeting. The Board or Members, as the case may be, may determine that the meeting be held entirely by telephonic or electronic means that permit all participants to communicate adequately with each other during the meeting.

3.4 Notice – Written or electronic notice of the date of the Annual Meeting of the Members will be given to all Members in good standing, Directors, and the Auditor (if appointed) at least ten (10) days and not more than fifty (50) days prior to the date of the meeting. A further notice will be provided ten (10) days prior to the date of the meeting containing a proposed agenda and reasonable information to permit Members to make informed decisions.

3.5 Waiver of Notice – Any person who is entitled to notice of a meeting of the Members may waive notice, and attendance of the person at the meeting is a waiver of notice of the meeting, unless the person attends the meeting for the express purpose of objecting to the transaction of any business on the grounds that the meeting was not lawfully called in accordance with these By-laws.

3.6 Error or Omission in Giving Notice – No error or omission in giving notice of any meeting of the Members shall invalidate the meeting or make void any proceedings taken at the meeting.

3.7 New Business – No other item of business will be included in the notice of the meeting of the Members unless notice in writing of such other item of business, or a Member's proposal, has been submitted to the Board thirty (30) days prior to the meeting of the Members in accordance with procedures as approved by the Board. Copies of all such proposals together with copies of any amendments thereto then proposed by the Board and copies of all resolutions put forward by the Board shall be sent to all Members with the agenda and the notice calling an Annual Meeting.

3.8 Quorum – Ten (10) Members present will constitute a quorum. If a quorum is present at the opening of a meeting of the Members, the Members present may proceed with the business of the meeting, even if a quorum is not present throughout the meeting.

3.9 Scrutineers – At the beginning of each meeting, the Board may appoint one or more scrutineers, who are eighteen (18) years of age or older, who will be responsible for ensuring that votes are properly cast and counted.

3.10 Adjournments – With the majority consent of the Members present and after quorum is ascertained, the Members may adjourn a meeting of Members and no notice is required for continuation of the meeting if the meeting is held within thirty (30) days. Any business may be brought before or dealt with at any adjourned meeting which might have been brought before or dealt with at the original meeting in accordance with the notice calling the same.

3.11 Attendance – The only persons entitled to attend a meeting of the Members are the Members, the Directors, the auditors of the Association (or the person who has been appointed to conduct a review engagement, if any), and others who are entitled or required under any provision of the Act to be present at the meeting. Any other person may be admitted only if invited by the Chair or with the majority consent of the Members present.

3.12 Chair – The President will be the Chair of all meetings of Members unless another individual is designated by the President or appointed by the Board and approved by an Ordinary Resolution of the voting Members.

#### **Voting at Meetings of Members**

3.13 Voting Rights – Members in good standing at the time of the meeting of the Members at which a vote is to be taken have the following voting rights at all meetings of the Members:

- a) Regular Members have one vote each.

3.14 Voting Powers – Voting Members who are 18 years old or older at the time of the meeting of the Members may exercise their own vote. Voting Members who are younger than 18 years old at the time of the meeting may have their vote exercised at meetings of Members by one parent or guardian. For clarity, a parent or guardian with multiple children registered with the Association who are younger than 18 years old may exercise one vote per child but can delegate the second parent or guardian as a second voting member.

3.15 Maximum Number of Votes – No individual Voting Member, or their parent or guardian can hold more than one (1) vote; and a family residing in the same household can never hold more than two (2) votes.

3.16 Voting Powers – Each voting Member votes on every issue.

3.17 Record Date for Voting – The Board may set a date as the record date for the purpose of determining Members entitled to vote at any meeting of Members. The record date must not precede the date on which the meeting is to be held by more than ten (10) days. If no record date is set, the record date is 5:00pm on the day immediately preceding the first date on which the notice is sent or, if no notice is sent, the beginning of the meeting.

3.18 Proxy Voting – Proxy voting is not permitted.

3.19 Voting by Mail or Electronic Means – A Member may vote by electronic means if:

- a) The Association has made available a procedure that permits voting by electronic means;
- b) The votes may be verified as having been made by the Member entitled to vote; and
- c) The Association is not able to identify how each Member voted.

3.20 Determination of Votes – Votes will be determined by a show of hands, orally, or electronic ballot, except in the case of elections which require a secret ballot, unless a secret or recorded ballot is requested by a Member.

3.21 Majority of Votes – Except as otherwise provided in these By-laws, an Ordinary Resolution will decide each issue. In the case of a tie, the issue is defeated.

#### **ARTICLE IV GOVERNANCE**

##### **Composition of the Board**

4.1 Directors – The Board will consist of twelve (12) Director positions:

- a) President
- b) Vice President
- c) Treasurer
- d) Secretary
- e) Director of Registration
- f) Director of Marketing & Communications
- g) Director of Scheduling
- h) Director of Rep, Select, Elite
- i) Director of House League
- j) Director of Junior House League & Blastball
- k) Director of Player Development
- l) Director of Equipment & Uniforms

4.2 Board Observer – The Past President of the Association may be invited to serve as a Board Observer and attend meetings of the Board in a non-voting capacity provided this individual is interested in serving in the position and has been approved by Ordinary Resolution of the Board. The Board may appoint other Board Observers at its discretion. Board Observers are not Directors or considered to be members of the Board.

##### **Eligibility of Directors**

4.3 Eligibility – To be eligible to serve as a Director, an individual must:

- a) Be eighteen (18) years of age or older;
- b) Excluding the Umpires in Chief, not be a paid employee or contractor of the Association;
- c) If previously a Director, completed their full term and not have been removed or vacated their position as a Director, unless the individual either moved to another role within the board or provided at least two weeks' notice and participated in a reasonable transition process."
  - a. Grandfather clause for those who resigned before this policy takes effect, Oct 21, 2024
- d) Not subject to disciplinary proceedings, sanctions, suspension or expulsion from the Corporation
- e) Not have been found under the *Substitute Decisions Act*, 1992 or under the *Mental Health Act* to be incapable of managing property;
- f) Have not been declared incapable by a court in Canada or in another country; and
- g) Not have the status of bankrupt.

4.4 Family Restriction – No more than one (1) individual per family is permitted to be a Director at the same time. For the purpose of this section, 'family' is defined as spouses, common law partners, children-parents, and siblings. For clarity, if a member of a family is currently serving on the Board, another member of that family may not be nominated for election unless that family member's term is expiring. For further clarity, once one member of a family is elected to the Board, all other members of that family are disqualified from being elected.

4.5 President Eligibility – To be eligible for the position of President, the candidate must be a current Director who has served at least one (1) year as a Director. If there are no eligible candidates, any person eligible for a position as a Director is eligible for the position of President.

#### **Election of Directors**

4.6 Nominations Committee – The Board may appoint a Nominations Committee. If appointed, The Nominations Committee will be responsible to solicit and receive nominations for the election of the Directors.

4.7 Nomination – Any nomination of an individual for election as a Director will:

- a) Include the written consent of the nominee by signed or electronic signature;
- b) Comply with the procedures established by the Nominations Committee (if appointed); and
- c) Be submitted to the Registered Office of the Association ten (10) days prior to the Annual Meeting. This timeline may be extended by Ordinary Resolution of the Board.

4.8 Nominations from the Floor – If a position on the Board is vacant, an individual will be permitted to be nominated from the floor for that position at a meeting of the Members. Such nomination will require a nominator and seconder from the voting Members present and will also require the attendance at the meeting and verbal or written acceptance of the nomination by the individual.

4.9 Circulation of Nominations – Valid nominations will be circulated to Members at the Annual Meeting prior to the elections.

4.10 Election – At each meeting of the Members at which elections are held, elections will be held for any Director position for which the incumbent Director's term is expiring.

4.11 Election – Directors will be elected at each Annual Meeting in rotation as follows:

- a) The President, Director of Rep, Select, Elite, Director of House League, and Director of Junior House League will be elected every three (3) years;
- b) The Vice President, Director of Player Development, Director of Registration, and Director of Scheduling will be elected every three (3) years; and
- c) The Treasurer, Secretary, Director of Marketing and Communications, and Director of Equipment & Uniforms will be elected every three (3) years.

4.12 Elections – Elections for each Director position will be decided by Ordinary Resolution of the Members in accordance with the following:

- a) One Valid Nomination – Winner elected by Ordinary Resolution.
- b) Two or More Valid Nominations – The nominee(s) receiving the greatest number of votes and Ordinary Resolution will be elected. In the case of a tie, the nominee receiving the fewest votes will be deleted from the list of nominees and a second vote will be conducted. If there continues to be a tie and more nominees than positions, the nominee receiving the fewest votes will be deleted from the list of nominees until there remains the appropriate number of nominees for the position(s) or until a winner is declared.

4.13 Post-Election Eligibility – An elected Director who does not meet the eligibility requirements for election as Director will have fourteen (14) days to become eligible for the position or will be removed as a Director of the Association.

#### **Terms and Consent**

4.14 **Terms** – Directors will serve terms of three (3) years and will hold office until they or their successors have been duly elected in accordance with these By-laws, unless they resign, or are removed from or vacate their office.

4.15 **Director Consent** – An individual who is elected or appointed to be a Director must consent in writing to hold office as a Director before or within ten (10) days of their election or appointment. Any individual who does not provide consent within the time limit is not a Director and is deemed not to have been elected or appointed to hold office as a Director. The requirement to consent does not apply to a Director who is re-elected or reappointed when there has been no break in their term of office.

### **Resignation and Removal of Directors**

4.16 **Resignation** – A Director may resign from the Board at any time by presenting their notice of resignation to the Board. This resignation will become effective the date on which the notice is received by the Secretary or at the time specified in the notice, whichever is later. When a Director who is subject to a disciplinary investigation or action of the Association resigns, that Director will nonetheless be subject to any sanctions or consequences resulting from the disciplinary investigation or action.

4.17 **Vacate Office** – The office of any Director will be vacated automatically if:

- a) The Director resigns;
- b) The Director is found to be incapable of managing property by a court or under Ontario law;
- c) The Director is found by a court to be incapable;
- d) The Director becomes bankrupt; or
- e) The Director dies.

4.18 **Removal** – A Director may be removed by Ordinary Resolution of the Members at a Special Meeting of the Members provided the Director has been given reasonable written notice of, and the opportunity to be present and to be heard at, such a meeting.

### **Filling a Vacancy on the Board**

4.19 **Vacancy** – When the position of a Director becomes vacant for whatever reason and there is still a quorum of Directors, the Board may appoint a qualified individual to fill the position for the remainder of the term. Alternatively, the Board may decide, by Ordinary Resolution, that one or more Directors will execute the duties of the vacant Director position for the remainder of the unexpired term. If a Director is removed by the Members at a meeting of the Members, the Members may elect a Director to fill the unexpired term at the same meeting.

### **Meetings of the Board**

4.20 **Call of Meeting** – A meeting of the Board will be held at any time and place as determined by the President or by written requisition of at least three (3) Directors.

4.21 **Chair** – The President will be the Chair of all meetings of the Board unless another individual is designated to be the Chair by the President. In the absence of the President, or if the meeting of the Board was not called by the President, the Board will appoint an individual to Chair the meeting.

4.22 **Notice** – Written notice, served other than by mail, of meetings of the Board will be given to all Directors at least five (5) days prior to the scheduled meeting. Notice served by mail will be sent at least ten (10) days prior to the meeting. No notice of a meeting of the Board is required if all Directors waive notice, or if those absent consent to the meeting being held in their absence. If a quorum of Directors is present, each newly elected or appointed Board may, without notice, hold its first meeting immediately following the Annual Meeting of the Association.



4.23 Board Meeting With New Directors – For a first meeting of the Board held immediately following the election of Directors at a meeting of the Members, or for a meeting of the Board at which a Director is appointed to fill a vacancy on the Board, it is not necessary to give notice of the meeting to the newly elected or appointed Director(s).

4.24 Number of Meetings – The Board will hold at least six (6) meetings per year.

4.25 Quorum – At any meeting of the Board, quorum will be 40% of the Directors holding office.

4.26 Voting – Each Director is entitled to one vote. Voting will be by a show of hands, written, or orally unless at least one (1) Director present requests a secret ballot. Resolutions will be passed by Ordinary Resolution. In the case of a tie, the resolution is defeated.

4.27 No Alternate Directors – No person shall act for an absent Director at a meeting of the Board.

4.28 Written Resolutions – A resolution in writing signed by all the Directors is as valid as if it had been passed at a meeting of the Board.

4.29 Attendance at Meetings – Meetings of the Board will be closed to Members and the public except by invitation of the Board.

4.30 Meetings by Telecommunications – A meeting of the Board may be held by telephone conference call or by means of other telecommunications technology. Directors who participate in a meeting by telecommunications technology are considered to have attended the meeting. Additionally, for an in-person meeting of the Board, a Director may, if all the Directors of the Association consent, participate in a meeting of the Directors by telephonic or electronic means provided that all participants are able to adequately communicate during the meeting.

#### **Duties of Directors**

4.31 Standard of Care – Every Director will:

- a) Act honestly and in good faith with a view to the best interests of the Association; and
- b) Exercise the care, diligence and skill that a reasonably prudent person would exercise in comparable circumstances.

#### **Powers of the Board**

4.32 Powers of the Association – Except as otherwise provided in the Act or these By-laws, the Board has the powers of the Association and may delegate any of its powers, duties, and functions.

4.33 Empowered – The Board is empowered, including but not limited to:

- a) Make policies and procedures or manage the affairs of the Association for the purpose of furthering the objects and purposes of the Association in accordance with the Act and these By-laws;
- b) Make policies and procedures relating to the discipline of Members and Registrants, and have the authority to discipline Members and Registrants in accordance with such policies and procedures;
- c) Make policies and procedures relating to the management of disputes within the Association and deal with disputes in accordance with such policies and procedures;
- d) Employ or engage under contract such persons as it deems necessary to carry out the work of the Association;
- e) Determine registration procedures, determine membership fees, and determine other registration requirements;
- f) Enable the Association to receive donations, benefits, bequests, distribution of investment capital and income for the purpose of furthering the objects and purposes of the Association;

- g) Make expenditures for the purpose of furthering the objects and purposes of the Association;
- h) Invest funds for the purpose of furthering the objects and purposes of the Association;
- i) Manage the Association's assets and resources expenditures for the purpose of furthering the objects and purposes of the Association;
- j) Borrow money upon the credit of the Association as it deems necessary in accordance with these By-laws; and
- k) Perform any other duties from time to time as may be in the best interests of the Association.

## **ARTICLE V                      OFFICERS**

5.1     Composition – The Officer positions are the President, Vice President, Treasurer, and Secretary.

5.2     Duties – The duties of Officers are as follows:

- a) The President will be the chair of the Board, will preside at the Annual and Special Meetings of the Association and at meetings of the Board unless otherwise designated, will be the official spokesperson of the Association, and will perform such other duties as may from time to time be established by the Board.
- b) The Vice President will, in the absence or disability of the President, perform the duties and exercise the powers of the President, and will perform such other duties as may from time to time be established by the Board.
- c) The Treasurer will, subject to the powers and duties of the Board, file all financial and corporate returns required by the Act and any other provincial or federal legislation in accordance with applicable legislation, keep proper accounting records as required by the Act, will cause to be deposited all monies received by the Association in the Association's bank account, will supervise the management and the disbursement of funds of the Association, when required will provide the Board with an account of financial transactions and the financial position of the Association, will prepare annual budgets, and will perform such other duties as may from time to time be established by the Board.
- d) The Secretary will be responsible for the documentation of all amendments to the Association's By-laws, will ensure that all official documents and records of the Association are properly kept, cause to be recorded the minutes of all meetings, will prepare and submit to each meeting of the Members and other meetings a report of all activities since the previous meeting of the Members or other meetings, will give due notice to all Members of the meeting of the Members of the Association, and will perform such other duties as may from time to time be established by the Board.

5.3     Delegation of Duties – At the discretion of the Officer and with approval by Ordinary Resolution of the Board, any Officer may delegate any duties of that office to appropriate staff or committee of the Association, or to another Officer or Director.

5.4     Other Officers – The Board may determine other Officer positions and appoint individuals to fill those positions. Other Officers need not be Directors and would not be members of the Board.

## **ARTICLE VI                      COMMITTEES**

### **Committees**

6.1     Executive Committee – The Executive Committee will be composed of the Officers. The Board may delegate any of its powers and functions to the Executive Committee, which will have the authority to oversee the implementation of the Association's policies and procedures during intervals between meetings of the Board.

Decisions of the Executive Committee must be ratified by the Board at the next meeting of the Board to continue to take effect.

6.2 Appointment of Standing and Ad-Hoc Committees – The Board may appoint such standing and ad-hoc committees as it deems necessary for managing the affairs of the Association. The Board may appoint and remove members of these committees or provide for the election of members of these committees, may prescribe the duties and terms of reference of these committees, and may delegate to any of these committees any of its powers, duties, and functions.

6.3 Committee Limitations – No Committee, including the Executive Committee, has authority to:

- a) Submit to the Members any question or matter requiring approval of the Members;
- b) Fill a vacancy among the Directors or in the office of Public Accountant or appoint additional Directors;
- c) Issue debt obligations except as authorized by the Board;
- d) Approve any financial statements;
- e) Adopt, amend or repeal the By-laws; or
- f) Establish contributions to be made, or dues to be paid, by Members.

6.4 Composition – The Board may appoint and remove any member of a standing or ad-hoc committee at any time and for any reason.

6.5 President Ex-officio – With the exception of the Executive Committee, on which the President is a voting member, the President will be an ex-officio and non-voting member of all Committees of the Association.

## **ARTICLE VII FINANCE AND MANAGEMENT**

7.1 Fiscal Year – Unless otherwise determined by the Board, the fiscal year of the Association will be October 2<sup>nd</sup> to October 1<sup>st</sup>.

7.2 Bank – The banking business of the Association will be conducted at such financial institution as the Board may determine.

7.3 Auditors – At each Annual Meeting the Members may appoint an auditor to audit or conduct a review engagement of the books, accounts and records of the Association in accordance with the Act. The auditor will hold office until the next Annual Meeting. The auditor will not be an employee, Officer, or Director of the Association and must be permitted to conduct an audit or review engagement of the Association under the *Public Accounting Act, 2004*, as amended. When the Association's revenue for the previous fiscal year was less than the amount prescribed in the Act, the Members may decline, by Extraordinary Resolution, to appoint an auditor. Alternatively, when the Association's revenue for the previous fiscal year was greater than the amount prescribed in the Act, the Members may, by Extraordinary Resolution, chose to conduct a review engagement in lieu of an audit.

7.4 Annual Financial Statements – The Directors will approve financial statements (evidenced by signature of one or more Directors) of the Association of the last fiscal year of the Association but not more than six (6) months before the Annual Meeting and present the approved financial statements before the Members at every Annual Meeting. A copy of the Annual Financial Statements will be provided to any Member requesting a copy of the Financial Statements not less than twenty-one (21) days before the Annual Meeting. The Financial Statements will include:

- a) The financial statements;
- b) The auditor's report or review engagement (if any); and
- c) Any further information respecting the financial position of the Association.

7.5 Books and Records – The necessary books and records of the Association required by these By-laws or by applicable law will be necessarily and properly kept. The books and records include, but are not limited to:

- a) The Association's articles and By-laws;
- b) The minutes of meetings of the Members and of any committee of Members;
- c) The resolutions of the Members and of any committee of Members;
- d) The minutes of meetings of the Directors or any committee of Directors;
- e) The resolutions of the Directors and of any committee of Directors;
- f) A register of Directors;
- g) A register of Officers;
- h) A register of Members; and
- i) Account records adequate to enable the Directors to ascertain the financial position of the Association on a quarterly basis.

7.6 Minutes of meetings of the Board and Board Resolutions – Minutes of meetings of the Board and Board Resolutions are confidential and may only be open for inspection by Members in good standing by request to the Board.

7.7 Signing Authority – The signing authority of the Association shall be vested in the Officers of the Association and such other persons as the Board, by Ordinary Resolution, may authorize in specific instances. The signatures or electronic authorization of any two of these individuals shall be required on any financial instrument of the Association.

7.8 Property – The Association may acquire, lease, sell, or otherwise dispose of securities, lands, buildings, or other property, or any right or interest therein, for such consideration and upon such terms and conditions as the Board may determine.

7.9 Borrowing – The Association may borrow funds under such terms and conditions as the Board may determine, as permitted by the Act.

7.10 Borrowing Restriction – The Members may, by Special Resolution, restrict the borrowing powers of the Board but a restriction so imposed expires at the next Annual Meeting.

#### **Remuneration**

7.11 No Remuneration – All Directors, Officers and members of committees will serve their term of office without remuneration (unless approved at a meeting of the Members) except for reimbursement of expenses as approved by the Board. This section does not preclude a Director or member of a committee from providing goods or services to the Association under contract or for purchase. Any Director or member of a committee will disclose the conflict/potential conflict in accordance with these By-laws.

#### **Conflict of Interest**

7.12 Conflict of Interest – A Director, Officer or member of a committee who has an interest, or who may be perceived as having an interest, in a proposed contract or transaction with the Association will disclose fully and promptly the nature and extent of such interest to the Board or Committee, as the case may be, will refrain from voting or speaking in debate on such contract or transaction, will refrain from influencing the decision on such contract or transaction, and will otherwise comply with the requirements of the Act regarding conflict of interest.

### **ARTICLE VIII AMENDMENT OF BY-LAWS**

8.1 Voting – Subject to Article XIII (when applicable), these By-laws may only be amended, revised, repealed or added to by:

- a) Ordinary Resolution of the Board. The new, amended, or revised By-law is effective until the next meeting of the Members and, except for those amendments that are considered fundamental changes, the voting Members may confirm, reject or amend the By-laws by Ordinary Resolution. A new, amended, or revised By-law that is not ratified by the Members ceases to have effect and no new By-law of the same or like substance has any effect until ratified at a meeting of the Members; or
- b) A Member entitled to vote who may make a proposal to make, amend, or repeal a By-law in accordance with the Act on or before August 15<sup>th</sup>. The new, amended, or repealed By-law will be submitted to the Members at the next meeting of Members and, except for those amendments that are considered fundamental changes, the voting Members may confirm, reject or amend the By-laws by Ordinary Resolution.

## **ARTICLE IX NOTICE**

9.1 Written Notice – In these By-laws, written notice will mean notice which is hand-delivered or provided by mail, electronic mail or courier to the address of record of the individual, Director, Officer, or Member, as applicable. It is the obligation of the Director, Officer or Member (as applicable) to provide a current address for notification under this provision to the Board.

9.2 Date of Notice – Date of notice will be the date on which receipt of the notice is confirmed verbally where the notice is hand-delivered, electronically where the notice is faxed or emailed, or in writing where the notice is couriered, or in the case of notice that is provided by mail, five (5) days after the date the mail is post-marked.

9.3 Error in Notice – The accidental omission to give notice of a meeting of the Board or of the Members, the failure of any Director or Member to receive notice, or an error in any notice which does not affect its substance will not invalidate any action taken at the meeting.

## **ARTICLE X DISSOLUTION**

10.1 Dissolution – Upon dissolution of the Association and after payment of all debts and liabilities, its remaining property shall be distributed to charitable or not-for-profit organizations which carry on their work solely in the province of Ontario, as determined by the Board.

## **ARTICLE XI INDEMNIFICATION**

11.1 Will Indemnify – The Association will indemnify and hold harmless out of the funds of the Association each Director and any individual who acts at the Association's request in a similar capacity, their heirs, executors and administrators from and against any and all claims, charges, expenses, demands, actions or costs, including an amount paid to settle an action or satisfy a judgment, which may arise or be incurred as a result of occupying the position or performing the duties of a Director and/or any individual who acts at the Association's request in a similar capacity.

11.2 Will Not Indemnify – The Association will not indemnify a Director or any individual who acts at the Association's request in a similar capacity for acts of fraud, dishonesty, bad faith, breach of any statutory duty or responsibility imposed upon them under the Act. For further clarity, the Association will not indemnify an individual unless:

- a) The individual acted honestly and in good faith with a view to the best interests of the Association; and
- b) If the matter is a criminal or administrative proceeding that is enforced by a monetary penalty, the individual had reasonable grounds for believing that their conduct was lawful.

11.3 Insurance – The Association will maintain in force Directors and Officers liability insurance at all times.

## **ARTICLE XII                      FUNDAMENTAL CHANGES**

12.1     Fundamental Changes – A Special Resolution of all Members (whether voting or non-voting) is required to make the following fundamental changes to the By-laws or articles of the Association. Fundamental Changes are defined as follows:

- a)    Change the Association's name;
- b)    Add, change or remove any restriction on the activities that the Association may carry on;
- c)    Create a new category of Members;
- d)    Change a condition required for being a Member;
- e)    Change the designation of any category of Members or add, change or remove any rights and conditions of any such category;
- f)    Divide any category of Members into two or more categories and fix the rights and conditions of each category;
- g)    Add, change or remove a provision respecting the transfer of a membership;
- h)    Increase or decrease the number of, or the minimum or maximum number of, Directors;
- i)    Change the purposes of the Association;
- j)    Change to whom the property remaining on liquidation after the discharge of any liabilities of the Association is to be distributed;
- k)    Change the manner of giving notice to Members entitled to vote at a meeting of Members;
- l)    Change the method of voting by Members not in attendance at a meeting of the Members; or
- m)    Add, change or remove any other provision that is permitted by the Act.

## **ARTICLE XIII                      ADOPTION OF THESE BY-LAWS**

13.1     Ratification – These By-laws were ratified by the Members of the Association at a meeting of Members duly called and held on August 20, 2024.

13.2     Repeal of Prior By-laws – In ratifying these By-laws, the Members of the Association repeal all prior By-laws of the Association provided that such repeal does not impair the validity of any action done pursuant to the repealed By-laws.

# By-law #2

## CLARINGTON BASEBALL ASSOCIATION BY-LAW #2 – BOARD TRANSITION

14.1 Board Transition – This By-law #2 is enacted and the following sections of the Association's By-laws will be temporarily repealed to the extent necessary to give effect to the provisions of this By-law #2 until this By-law #2 is repealed:

- a) 4.11 – Election
- b) 4.12 – Election
- c) 4.16 – Terms

14.2 Current Board Composition – The current Board composition of the Association consisted of the following individuals with the year their term expires:

- a) President - Jay Cannings (2024)
- b) Vice President - Cherri Johnston (2025)
- c) Treasurer - Chris Steven (2024)
- d) Secretary - Vacant
- e) Registrar (Elite/Rep/Select) - Lauren Crawford (2024)
- f) Registrar (House League) - Amanda MacDonald (2025)
- g) Director of Marketing, Communications & Sponsorship - Jodi Cowan (2024)
- h) Scheduler - Craig Smith (2025)
- i) Director of Rep - Ryan Van Hartinsveldt (2024)
- j) Director of Select - Jay Henderson (2024)
- k) Director of House League - Luciana Gonsalves (2025)
- l) Director of Junior House League – Vacant
- m) Director of Blastball - Melissa Chadwick (2024)
- n) Director of Player & Coach Development - Brett Burns (2025)
- o) Director of Equipment & Uniforms - Sean Harding (2025)

14.3 Elections and Expirations at Annual Meetings – The following elections and expirations will occur at the next three (3) Annual Meetings of the Association and the Board composition is described:

- a) 2024 Meeting
  - i. The following terms expire:
    - i. President, Treasurer, Secretary, Registrar (Elite/Rep/Select), Director of Marketing, Communications & Sponsorship, Director of Rep, Director of Select, Director of Junior House League and Director of Blastball
  - ii. The following terms will continue until the 2025 Annual Meeting:
    - i. Vice-President, Registrar, Scheduler, Director of House League, Director of Player & Coach Development and Director of Equipment & Uniforms
  - iii. The following positions will be elected for a two-year term:
    - i. Director of Marketing and Communications
    - ii. Secretary
    - iii. Director of Equipment & Uniforms
    - iv. Treasurer
  - iv. The following positions will be elected for a three-year term:
    - i. President
    - ii. Director of Junior House League & Blastball
    - iii. Director of Rep, Select, Elite

- b) 2025 Meeting
- i. The following positions will be elected for a three-year term:
    - i. Vice President
    - ii. Director of Registration
    - iii. Director of Player Development
    - iv. Director of Scheduling
  - ii. The following positions will be elected for a two-year term:
    - i. Director of House League
- c) 2026 Meeting
- i. The following positions will be elected for a three-year term:
    - i. Secretary
    - ii. Director of Equipment & Uniforms
    - iii. Treasurer
    - iv. Director of Marketing and Communications

14.4 Repeal of this By-law #2 – After the elections at the 2026 Annual Meeting, the Board transition period will have completed and this By-law #2 will be repealed.

	2024	2025	2026	2027	2028	2029
President	Election	X	X	Election	X	X
Treasurer	Election	X	Election	X	X	Election
Director, Rep, Select, Elite	Election	X	X	Election	X	X
Director of Player Development	X	Election	X	X	Election	X
Vice President	X	Election	X	X	Election	X
Director of Registration	X	Election	X	X	Election	X
Director of Scheduling	X	Election	X	X	Election	X
Director of House League	X	Election	X	Election	X	X
Secretary	Election	X	Election	X	X	Election
Director of Marketing & Communications	Election	X	Election	X	X	Election
Director of Junior House League & Blastball	Election	X	X	Election	X	X
Director of Equipment & Uniforms	Election	X	Election	X	X	Election