



Constitution and By-Laws

Dale Districts Men's Softball Association Inc
P.O. Box 62, Thornlie 6108

Constitution

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1. NAME

The name of the Association shall be Dale Districts Men's Softball Association Incorporated (hereafter referred to as the "Association" or as the DDMSA Inc.)

2. INTERPRETATIONS

- (a) "The Association" shall mean the Softball Association and shall include the Office Bearers and Management Committee, Association Delegates, or any other body appointed from time to time under this Constitution with power to administer the affairs of the Association.
- (b) "Member Club" shall mean any duly formed and recognised Club which is registered with the Association as a member.
- (c) "Affiliated Member" shall mean any other duly formed and recognised Club or Association of regional association or group of clubs registered with the Association as an Affiliated Member.
- (d) "Members" where consistent with the interpretation hereof shall mean a Member Club or the delegate or delegates thereof and shall extend where necessary for the administration hereof to include the individual members of the Member Clubs and/or Affiliated members but in any event not so as to empower the Affiliated Members and individual members of Member Clubs with any voting power at meetings of the Association with exception to Annual General Meeting and Special General Meeting.
- (e) "Affiliated Association" shall mean any other Association in the state of Western Australia affiliated with the DDMSA Inc.
- (f) "Club" shall mean any Club duly formed and recognised by the Association.
- (g) "Resolution" shall mean an ordinary resolution passed at any meeting of the Management Committee.
- (h) "Special Resolution" shall mean a resolution required to be passed by 2/3 of the members at any meeting of the Management Committee.
- (i) "Management Committee" shall mean a Committee constituted in accordance with Section 8.
- (j) "Annual General Meeting" shall mean the meeting of the Association members held annually during February for the purpose of electing the Office Bearers for the ensuing twelve (12) months, and other business as per Clause 12.
- (k) "Special Meeting" shall be a meeting convened by 2/3 of the Management Committee for any special purpose, not less than seven (7) days notice of which has previously been given or otherwise provided.
- (l) "Special General Meeting" shall be a meeting of Association members.
- (m) "Softball" shall mean the game as played under the Rules laid down by the Australian Softball Federation.



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3. OBJECTS

The objects of the Association shall be:

- (a) To promote interest and participation in the sport of Softball on an amateur and sportsmanlike basis;
- (b) To promote good fellowship among those interested in the sport of Softball, and;
- (c) To educate, train, coach and encourage members of the Association.

4. POWERS

- (a) To sell, acquire, lease and maintain any real or personal property for the use of the Association and its members as recommended by the Management Committee by ordinary resolution provided that any sum to be expended in excess of \$5,000.00 shall be confirmed by special resolution in the form of convening a Special General Meeting of all Members.
- (b) To secure finance--for the purpose of the Association in such manner as the Management Committee recommend provided that any sum to be secured in excess of \$10,000.00 shall require confirmation by special resolution in the form of convening a Special General Meeting of all Members.

5. CONTROL

- (a) Meetings shall be run by the Executive Committee. Proposals for the running of the Association, as approved by the Management Committee, will be set down in minutes.
- (b) Minutes will be circulated to all participating Clubs and Associations after each meeting.
- (c) Clubs have the right to approve or reject proposals in writing, fourteen (14) days prior to the next dated Management Committee Meeting.
- (d) Failure by Clubs to reply to proposals listed in the minutes will be taken as an affirmative vote.
- (e) New Clubs may nominate at any time, but the Association reserves the right to accept or reject such nominations.
- (f) Members aggrieved by a decision of the Management Committee may call a Special Meeting to confirm or overrule such a decision in accordance with Section 12.
- (g) The Management Committee may make By-Laws not inconsistent with this Constitution in accordance with Section 18.

6. ASSOCIATION COLOURS

The Associations colours will be Red, Black and White.



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7. OFFICE BEARERS

The Office Bearers of the Association will be

President
Senior Vice-President
Junior Vice-President
Secretary
Treasurer
Senior Registrar
Junior Registrar
Umpires Coordinator
Canteen Coordinator
Committee Members (up to 5)

Office Bearers shall become the Executive Committee of the Association. The duties of the Office Bearers shall be set down in the By-Laws or as prescribed by the Management Committee from time to time.

8. MANAGEMENT COMMITTEE

The Management Committee of the Association shall consist of the Executive Committee and one (1) delegate as nominated by each Club or Association. The delegate nominated shall not hold a position on the Executive Committee.

9. GOVERNMENT

- (a) The Management Committee may exercise all such powers as are not by the By-Laws required to be exercised by Member Clubs and/or Affiliated Members.
- (b) The Executive Committee members which are elected at the Annual General Meeting shall hold office until close of the meeting at which their successors are elected.
- (c) Any casual vacancy occurring, shall be filled at the Management Committee Meeting, but any person so chosen shall hold office until the expiration of the term of the original appointee.

10. FINANCE

- (a) The funds of the Association shall consist of
 - (i) Membership and Affiliation fees and levies existing and/or varied or imposed from time to time in accordance with recommendations by the Management Committee.
 - (ii) Any funds raised by social committees or through functions held under the jurisdiction of the Management Committee.
 - (iii) Any income from the sale of goods at the Association Canteen.
- (b) The Association shall open four cheque accounts and all debts shall be paid from these accounts. The accounts shall be known as the General Account, Canteen Account, Bar Account and the Junior Account.

Any surplus monies not required for immediate use in the General Account shall be deposited or invested as directed by the Management Committee.

The Canteen Account shall be used for the purchase of goods for sale at the Association Canteen, and any income from such sales shall be deposited in the Canteen Account.

The Bar Account shall be used for the efficient running of the bar and any income from such shall be deposited in the Bar Account.



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The Junior Account shall be used for the efficient running of the Junior Competition. Any funds raised or acquired by the Junior Committee shall be deposited in the Junior Account.

- (c) All accounts due by the Association shall be paid by cheque.
- (d) All receipts shall be issued by the Treasurer.
- (e) All cheques must be co-signed by any two of the following:
 - (i) General Account President, Secretary or Treasurer
 - (ii) Canteen Account Canteen Coordinator and either two nominated Executive Committee members.
 - (iii) Bar Account Bar Coordinator and either of 2 nominated Executive Committee Members.
 - (iv) Junior Account President, Junior Vice-President or Junior Registrar.
- (f) The property and income of the Association shall be applied solely towards the promotion of the objects or purposes of the Association and no part of that property or income may be paid or otherwise distributed, directly or indirectly to members of the Association, except in good faith in the promotion of those objects or purposes.

11. MEMBERSHIP

- (a) All players and Club Officials who are registered and financial members of a Member Club must apply to become a member of the Association. Any "body" may apply to become a Member Club of the Association provided that the application is approved by 2/3 majority of the Management Committee present, and an Annual Fee as prescribed in the By-Laws for such Members Clubs is paid.
- (b) Each Member Club affiliated with the Association shall:
 - (i) be bound by the Constitution and By-Laws of the Association;
 - (ii) become liable for such subscriptions, fees and levies as may be fixed by the By-Laws;
 - (iii) register its colours and uniform with the Association;
 - (iv) having its own Constitution, lodge a copy of same and/or amendments with the Secretary of the Association;
 - (v) each Member Club affiliated with the Association shall advise each individual Club Member that under the Liquor Licensing Laws they must complete an Application For Membership Form to DDMSA Inc. and be duly nominated on proper notice being given to the ordinary members of the Association and subsequently elected by the general body of members.
- (c) Any affiliated Member Club which desires to withdraw from the Association shall remain liable for all subscriptions, fees and/or levies in accordance with the By-Laws.

12. MEETINGS

- (a) The Annual General Meeting of the Association shall be held annually during February when the following business shall be transacted:
 - (i) Minutes of the previous Annual General Meeting and any Special Meetings and Special General Meetings;
 - (ii) The consideration and adoption or otherwise of the Financial Statement;
 - (iii) Reports in writing on all activities of the Association;



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- (iv) Appointment by election of the Office Bearers as set out in Section 7;
 - (v) Any other business the President shall determine as set out in the form of an Agenda.
- (b) Fourteen days notice in writing of every General Meeting shall be given to every member. No business other than that set out in the notice convening the meeting shall be transacted at any General Meeting. Any Member desiring to bring forward any business may give notice thereof in writing to the Secretary who thereupon shall include the same in the notice calling the next General Meeting to be called after receipt of such notice from a Member.
- (c) A Special Meeting may be called at any time by any three of the Executive Committee or ten (10) of the members of the Management Committee as the case may be, by giving seven (7) days notice, in writing, stating the nature of the business of the meeting PROVIDED that the President may dispense with such notice if he considers the nature of the business to be urgent.
- (d) The Management Committee shall meet at such times as may be deemed advisable for the efficient working of the Association as set down in the Constitution and By-Laws.
- (e) Standing Orders at Meetings:
- (i) No member shall speak more than once to any motion or amendment, excepting the mover of the original motion who shall have the right of reply;
 - (ii) No more than two (2) other speakers shall follow successively on the same side of the question. If the speaker having so spoken, there be then no speaker to take the opposite view, the question shall be put;
 - (iii) Voting at every meeting of the Association shall be determined by a show of hands, unless a ballot be demanded;
 - (iv) In the event of voting being equal, the question shall be declared on the vote of the President;
 - (v) No business shall be conducted at any meeting unless a quorum be present; and
 - (vi) No persons other than members of the Management Committee or proxy shall be permitted to attend Management Committee Meetings with prior consent.

13. QUORUM

The following shall constitute a quorum;

- (a)
 - (i) Management Committee : An attendance of 2/3 of the total number eligible to be present shall constitute a quorum at any meeting. In the event of the quorum being the whole plus a fraction, the fraction will be deleted and the quorum will be the lesser number;
 - (ii) Special Meeting : An attendance of ten (10) of those eligible to attend shall constitute of quorum;
 - (iii) General Meetings : An attendance of twenty (20) eligible members shall constitute a quorum.
- (b) If within thirty (30) minutes of the time appointed for the meeting a quorum is not present, the meeting may stand adjourned for the same day in the following week at the same time and place as the Executive may determine and if at the adjourned meeting a quorum is not present within thirty (30) minutes of the time appointed for the meeting the persons present shall



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14. PROTESTS AND DISPUTES COMMITTEE

- (a) Shall consist of three (3) members convened by the Secretary other than those connected with Clubs concerned with the lodged dispute, and one member of the Umpires Committee who shall act in an advisory capacity. Of the three members appointed by the Secretary, one shall be appointed Chairman.
- (b) The Protests and Disputes Committee shall be governed by the rules and regulations as set out in the By-Laws.

15. HONORARY SOLICITOR

The Honorary Solicitor shall give such advice as may be required by the Management Committee or the Executive Committee.

16. AUDITOR

- (a) An Auditor shall be appointed by the Executive Committee at the Annual General Meeting.
- (b) The Auditor shall be a qualified Accountant being an accredited member of an Association of Australian Accounts or of a Secretarial Institute.
- (c) The Association books shall be examined each year by the Auditor and a written report of the correctness of the books shall be submitted to the Management Committee for presentation at the Annual Meeting.

17. JUNIOR COMPETITION

- (a) The Junior Competition shall consist of players who qualify as set out in the By-Laws.
- (b) The Junior Competition shall be managed by a sub-committee whose Chairman shall be the Junior Vice-President of the Association.

18. BY-LAWS

By-Laws may be made or altered at a Management Committee Meeting and shall be effective immediately unless disallowed by a Special Meeting. Proposed alterations to the By-Laws shall be circulated to all Clubs within fourteen (14) days of their proposed adoption or alteration by the Management Committee.

19. AMENDMENTS TO THE CONSTITUTION

Amendments may only be made to the Constitution at the Annual General Meeting or at a Special General Meeting called for that purpose. Notice of Motion to amend the Constitution, signed by the proposer and seconder, shall be sent to the Secretary, to forward such Notices of Motion to all members at least sixty (60) days prior to the Annual General meeting or said Special General Meeting. Notice of Motion will be presented to Management Committee Meeting one month prior to the Annual General Meeting or said Special General Meeting- and recommendations approved be then circulated for voting at the Annual General Meeting or said Special General Meeting. An amendment to the Constitution shall be deemed to have been passed if approved by a majority of the members at the Annual General Meeting or said Special General Meeting.

As soon as it is practicable after the making of any proposal for a change to the Constitution, the Secretary shall provide to the Director of Liquor Licensing certified particulars of the change proposed. No effect will be given to the change without the prior approval of the Director.



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20. DEFUNCT CLUB

No Club shall be defunct until so declared by the Management Committee. In the event of a player, who previously played with the Club declared defunct, wishing to transfer to another Club, he may do so without having to obtain a permit, as provided under Clearances in the By-Laws.

21. MISCONDUCT

The Management Committee shall have full power to inquire into any matter it thinks fit and suspend, fine or otherwise deal with any affiliated Member deemed guilty of conduct not in the best interests of the objects of this Association or softball and/or set out in the By-Laws.

22. DISSOLUTION

The Association may be dissolved or wound up by a resolution at any General Meeting called for such purpose. If upon the dissolution or winding up of the Association there remains, after the satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to, transferred or distributed amongst the members of the Association. It shall be given to some other Club, Association, Institution or body having objectives similar, wholly or in part, to the objectives of this Association, provided that such Club, Association, Institution or body shall prohibit the distribution of its income and property among its members, or it shall be paid to or transferred to some charitable institution by the members of that Club prior to dissolution or winding up. In default of any such resolution, such payment, transfer or distribution shall be determined by a Judge or District Court.

23. COMMON SEAL

The Common Seal of the Association engraved with the name of the Association shall be kept in the care of the President. The seal shall not be used or affixed to any deed or other document except pursuant to the resolution of the Executive Committee and in the presence of the President and two (2) members of the Executive Committee, both of whom shall subscribe their names as witnesses.



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NO. 1 - THE PRESIDENT

- (a) The President shall be a financial member of the Association.
- (b) The President shall be the Chairperson of all meetings of the Management Committee. He/she shall not have a deliberate vote but in the case of an equal ballot, he/she shall be entitled to a casting vote.
- (c) In the absence of the President, the Vice-President Senior is to act in that position, and in the event of neither being present a member of the Executive Committee is to act in that position.
- (d) The President shall be an ex-officio member of all Committees except Protests and Disputes Committee.
- (e) The President shall be a signatory on all Association Cheque/Bank Accounts.

NO. 2 - VICE PRESIDENT (SENIOR)

In the absence of the President, the Vice President (Senior) shall assume the responsibilities of the President.

NO. 3 - HONORARY SECRETARY

- (a) He/she shall keep a true record of all Minutes and Resolutions passed at such meetings.
- (b) He/she shall perform the clerical work of the Management Committee and carry out all directions given at such meetings.
- (c) He/she shall (while acting in an Honorary capacity) have vote on all matters of meetings of the Management Committee.
- (d) He/she shall be an ex-officio member of all Committees with the exception of the Selection Committee and the Protests and Disputes Committee.
- (e) In the absence of the Secretary, any member of the Management Committee may be temporarily appointed to the position by the President or acting Chairperson.
- (f) The retiring Honorary Secretary shall forward within fourteen (14) days of retirement to the incoming Honorary Secretary all books and other properties of the Association.
- (g) Shall be a signatory on all Association cheque/bank accounts.

NO. 4 - HONORARY TREASURER

The Honorary Treasurer shall :

- (a) Be over 18 years of age.
- (b) Receive and take charge of all monies of the Association and pay same into the accounts of the Association at the bank account.
- (c) He/she will work in conjunction with holders of other Association accounts.
- (d) The Honorary Treasurer will be a signatory on all Association cheque/bank accounts.
- (e) Keep a true and correct account of all monies received and expended by the Association.



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- (f) He/she shall prepare and submit to all Management Committee Meetings a written statement of receipts and expenditure to the date of such meetings.
- (g) He/she shall prepare and submit to the Auditor a statement of receipts and expenditure and balance sheets for audit purposes and submit same to the Annual General Meeting of the Association.
- (h) He/she shall pay all Association accounts by cheque.
- (i) The retiring Honorary Treasurer shall forward within fourteen (14) days of retirement to the incoming Honorary Treasurer all books and other properties of the Association.

NO. 5 - CANTEEN CO-ORDINATOR

The Canteen Coordinator shall:-

- (a) Be over 18 years of age.
- (b) Receive and take charge of all monies of the Canteen and pay same into the account of the Canteen at the bank.
- (c) Will work in conjunction with the Treasurer of the Association.
- (d) Will be a signatory on the Canteen cheque/bank accounts.
- (e) Keep a true and correct account of all monies received and expended by the Canteen.
- (f) He/she shall prepare and submit to all Management Committee Meetings a written statement of receipts and expenditure to the date of such meetings.
- (g) He/she shall prepare and submit to the Auditor a statement of receipts and expenditure and balance sheets for audit purposes and submit same to the Annual Meeting of the Association.
- (h) He/she shall pay all Canteen accounts by cheque.
- (i) The Canteen Coordinator will be responsible for management control, acquisition of stock, property and assets, submissions for Management Committee approval.
- (j) The retiring Canteen Coordinator shall forward within fourteen (14) days of retirement to the incoming Canteen Coordinator all books and other properties of the Canteen.

NO. 6 - BAR MANAGER/ESS

The Bar Manager/ess shall :

- (a) Be over 18 years of age.
- (b) Receive and take charge of all monies of the Bar and pay same into the account of the Bar at the bank.
- (c) Work in conjunction with the Treasurer of the Association.
- (d) Be a signatory on the Bar cheque/bank accounts.
- (e) Keep a true and correct account of all monies received and expended by the Bar.
- (f) He/she is responsible for keeping liquor license/s current and adherence to their conditions.



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- (g) He/she is responsible for stock and property control.
- (h) He/she shall prepare and submit to all Management Committee Meetings a written statement of receipts and expenditure to the date of such meetings.
- (i) He/she shall prepare and submit to the Auditor a statement of receipts and expenditure and balance sheets for audit purposes and submit same to the Annual General Meeting of the Association.
- (j) He/she shall pay all Bar accounts by cheque.
- (k) The retiring Bar Manager/ess shall forward within fourteen (14) days of retirement to the incoming Bar Manager/ess all books and other properties of the Bar.

NO. 7 - VICE-PRESIDENT (JUNIOR)

- (a) The Vice-President (Junior) shall be the Chairperson of all meetings of the Junior Committee. He/she shall not have a deliberate vote but in the case of an equal ballot, he/she shall be entitled to a casting vote.
- (b) In the absence of the Vice-President (Junior), the Junior Registrar or Secretary is to act in that position, and in the vent of neither being present, a Chairperson shall be appointed by the Emergency Committee.
- (c) He/she shall receive and take charge of all monies of the Junior Association and pay same into the account of the Junior Association at the bank.
- (d) He/she will work in conjunction with the Treasurer of the Association.
- (e) He/she shall prepare and submit to the Audit a statement of receipts and expenditure and balance sheets for audit purposes and submit same to the Annual Meeting of the Association.
- (f) He/she shall be a signatory on Junior cheque/bank accounts.

NO. 8 - PROPERTY MANAGER/ESS

Shall have control of all Association equipment and the purchasing of Association equipment, and submit an inventory of such equipment at each Annual General Meeting or as required by the Management Committee.

NO. 9 - REGISTRAR - SENIOR AND JUNIOR

Shall keep a true record of all registered Clubs, all registered players, clearances and the result of all games played under the control of the Association. He/she will deal with all matters appertaining to Permits and Clearances and in the event of any disputes he/she shall refer the matter to the Management Committee

NO. 10 - UMPIRES CO-ORDINATOR

Shall be elected at the Annual General Meeting of the Association each year and be responsible for :

- (a) Allocating umpires for Association fixtures.
- (b) Advising umpires of Association requirements.
- (c) Presentation of a report of activities to be presented to each Annual Meeting or when called upon by the Management Committee.
- (d) Attend, or proxy, all Protests and Disputes Hearings in a rules advisory capacity.
- (e) Review umpires performance and ejection reports.



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NO. 11 -PUBLICITY OFFICER

Shall be responsible for the promotion of the game of softball in the district encompassed by this Association.

Shall make publicity releases to the press covering the DDMSA Inc.

NO. 12 - SELECTION COMMITTEE

- (a) The Senior Selection Committee shall consist of three (3) members. The Association Coaches and one Assistant Coach to be automatic. The third member maybe selected by the Management Committee from nominations received from any Club, Association member for Associate Member.
- (b) The Junior Selection Committee shall consist of three (3) members, as in 12 (a) above.

NO. 13 - FIXTURES AND GRADING COMMITTEE

The Fixtures and Grading Committee shall consists of both Junior and Senior Registrars, Umpires Coordinator, and one other Executive Committee member and shall prepare fixtures and gradings of all teams entered for competition in the Association and arrange dates of all matches and allocate grounds for same.

NO. 14 - HONORARY COACH

The Honorary Coach shall :

- (a) Be appointed at the discretion of the Executive Committee.
- (b) Organise practice from the date of his appointment and instruct the players in all phases of the game.

NO. 14 - HONORARY COACH continued

- (c) Attend all practice and official games of the team under his care.
- (d) Whilst on tour, he shall have full control of the players and team whilst at practice and in competition games.
- (e) Once each team is selected, the Coach of that team shall be the sole selector of the team to play each day, with the Captain, Vice-Captain and Assistant Coach acting in an advisory capacity only.
- (f) Be responsible for the care and transport of all equipment including the scorebook.

NO. 14A SCORERS

Shall attend all official matches between the Association and other representative teams and shall keep a detailed score of the game. Should the honorary coach require individual statistics the scorer shall be responsible for collating this information. The official scorebooks shall be returned to the Association Secretary at the completion of each season.

NO. 15 - HONORARY ASSISTANT COACH

Shall be appointed at the discretion of the Executive Committee. His duties shall be as designated by the Coach.



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NO. 16 - SOCIAL COMMITTEE

Shall have the power to raise money for any purpose authorised by the Management Committee and may do so by any lawful means not in conflict with the Constitution but shall not commit the Association to any expenditure or debt in that regard unless recommendations have been previously approved by the Management Committee.

NO. 17 - EMERGENCY COMMITTEE

Shall consist of three (3) members of the Executive Committee including either the President or Secretary and shall may authorise any appropriate action to be done or not done in case of emergency where time does not permit the calling of a Special Meeting to deal with the matter in question. Any decision of the Emergency Committee must be reviewed by the Management Committee or Special Meeting at earliest convenience.

NO. 18 - UNFINANCIAL CLUBS

- (a) Clubs that are not financial by the Annual General Meeting shall forfeit their voting right at the AGM and until such time that they become financial shall forfeit their right to be represented on the Management Committee.
- (b) Clubs becoming unfinancial during a current season lose the right to representation on the Management Committee and will be suspended from competing in Association games until such time as they become financial.
- (c) Team Registration (affiliation) fees are to be paid to the Association Treasurer by 5.00 pm on the Friday prior to the fourth week of current Association fixtures.

NO. 19 - NON ATTENDANCE AT MEETINGS

Executive Committee

Any member of the Executive Committee absent for more than two (2) consecutive meetings, without reasonable excuse (to be decided by the Management Committee), shall forfeit their position on the Executive Committee. A replacement will be appointed from the Management Committee by the Management Committee.

Delegates

- (a) Any Club failing to supply their delegate or proxy to a Management Committee Meeting, unless exceptional excuse is provided (to be decided by the Management Committee), shall be fined \$25.00.
- (b) Any Club whose delegate or proxy missing more than two (2) consecutive Management Committee Meetings will forfeit their voting rights for the remainder of the season.

NO. 20 - SUSPENSION AND DISQUALIFICATION

- (a) Any Club failing to pay its affiliation fee or other amounts due to the Association before the date required shall forfeit its right to representation on the Management Committee and its team or teams shall not be represented until the Club becomes financial. Its delegate will not be recognised.
- (b) Any players chosen to represent the Association shall hold themselves at the disposal of the Association when called upon to do so.
 - (i) Any player failing to do so shall not be permitted to take his place in any match of his Club without the permission of the Management Committee.



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- (c) Any person under suspension or disqualification shall be barred from playing or taking part in any match under the control of the Association.
- (d) Any Association, Club or Associate member affiliated with this Association committing any breach of these By-Laws may forfeit their right to representation on the Management Committee and shall be debarred from taking part in any match under the control of the Association or suffer such other penalty as the Executive Committee shall determine.

NO. 21 - LIFE MEMBERS

Nominations for Life Members to be submitted to the Management Committee and if they unanimously agree to one of the nominations, then this is automatically passed at the Annual General Meeting.

NO. 22 - REGISTRATION OF CLUBS

All Clubs seeking admission to the Association shall apply in writing stating

- (a) The name of the Club
- (b) The name, address and telephone number of the Secretary.

NO. 22 - REGISTRATION OF CLUBS continued

- (c) The colours and full description of the team uniform, and if required submit a sample of the colours prior to acceptance by the Management Committee.

NO. 23 - EQUIPMENT FOR MATCHES

For each qualifying game the home team shall supply two match balls of suitable and equal quality, leather or other approved material, and also supply and set out the necessary bases and plates for that game. The home team will also be responsible for ancillary equipment set out and pick up as specified in the current Fixture book.

NO. 24 - UMPIRES

- (a) Umpires are responsible for the control of games as set out by the Association and in the official Rule Book.
- (b) Umpires to follow By-Laws regarding Ejection and Misconduct.
- (c) The plate umpires shall have the sole authority for the selection of Fairest and Best Award votes and :-
- (d) Cancellation of game (forfeit).
- (e) Umpires are officials of the Association.

NO. 25 - NEW CLUBS

No new clubs may adopt any name or part name of an existing club, nor any similar colour arrangement being used by an existing club unless agreed to by that club.



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NO. 26 - RESULT OF MATCHES

Each team shall provide a scorer who shall keep a true record of the innings score and the players participating in each game on the card provided. The names of reserves shall be added to the score card only if and when they enter the game. This card must be delivered to the box allocated for the collection of such cards in the canteen on completion of that playing day. Failure to deliver cards to this box shall incur a fine.

NO. 27 - REGISTRATION OF PLAYERS

- (a) Clubs must register all their players in individual teams on the Grading Request Form. Full details of players who appear on this form shall be supplied on the Application For Membership Form. Players under the age of 18 must supply date of birth.
- (b) The Association Registrar of the relevant competition shall be advised of any subsequent additional players within the following 72 hours. These subsequent additional players must also complete an Application For Membership Form. Failure to notify the Registrar within the 72 hours shall result in a fine.
- (c) A player must play at least 5 games with his Club to be eligible for the finals.

NO. 28 - PLAYER MOVEMENT

- (a) No player can play 2 Junior or Senior fixtured games on one playing date (except in the case of a fixtured double header or a protest replay game)
- (b)
 - (i) Upward movement may occur at any time during the season
 - (ii) Downward movement is restricted to one grade within the Club up to the last 20% of qualifying games -such 20% being rounded up.
 - (iii) Player may apply to the Fixtures and Grading Committee to be re-registered at any time during the season.
 - (iv) Any player who has played 50% or more qualifying games in a higher grade shall not be eligible for finals in a lower grade.

NO. 29 - FINES AND PENALTIES

Non Performance of Rostered Duties

- (a) Shall result in a 2 point loss, plus monetary fine, per duty, by Clubs/Team for non performance of rostered duty as per the Fixture Book. This covers Canteen, Bar, Umpiring, Equipment and Raffle. Any Club/Team has the right of appeal to the Executive Committee prior to the next Management Meeting.
- (b) Monetary fines shall be as -set down in the current seasons Fixture Book.
- (c) All fines must be paid within three (3) weeks of the date of the notification being issued by the Association Secretary.

NO. 30 - CLEARANCES

- (a) No player registered with one particular club may play with another club until a clearance has been obtained in writing on the relevant Clearance Form.



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- (b) If, after twenty one (21) days of the receipt of the Clearance application by the Association Registrar, it has not been dealt with, the clearance shall become automatic.

NO. 31 - NOMINATION OF CLUBS

- (a) All clubs must submit a Team Grading Request Form detailing the teams for the current season they wish to enter, by the date set down and advised at the January Management Meeting.
- (b) A nomination fee of \$25.00 per team must accompany the Team Grading Request Form.
- (c) Upon nomination, each club must be represented by one delegate to the Management Committee which meets on the 4th Wednesday of every month.
- (d) Withdrawal of a nominated team prior to the commencement of the season shall result in the forfeiture of the nomination fee.

NO. 32 - TEAMS AND GRADINGS

The Fixtures and Gradings Committee shall have the sole responsibility for the allocation of teams in each grade and for the drawing up of the fixtures.

NO. 33 - PROTESTS

Intention to protest must be notified to the plate umpire at the time of the incident. He shall in turn notify the opposing coach and both team scorers of the relevant details which shall be recorded in both team score books and on both scorecards. The plate umpire shall sign both score cards and score books at the time of the incident. Protests must then be forwarded in writing, to the Association Secretary within the following 72 hours. A fee of \$10.00 must accompany the protest. Should the protest be upheld, the fee shall be refunded.

During finals an Emergency Committee shall be on hand to deal with any protestable matters. The decision made by such Emergency Committee shall be final. Members of the Emergency Committee shall be drawn from neutral clubs.

NO. 34 - EJECTION AND MISCONDUCT

If a Player or Team Official is ejected from a game, or has been noted for Misconduct, then the Umpire is to mark the incident on both score cards, stating the reason and/or causes.

If the Umpire wishes to take any further action, he is to mark both cards, at the time of the incident, with the words "REPORT TO FOLLOW".

This action is the teams official notification that the "offender" is required to face a misconduct tribunal at 12.00 noon on the following Saturday, unless informed otherwise by the Association Secretary.

At the completion of the game, the Umpire must follow up with a report entry in a "Umpires Report" book which will be available at the Canteen. **NO LETTERS** will be sent out to the offender/s, and **NO** postponement of the tribunal will be granted.

In the event of the offender/s not attending the tribunal, then the tribunal shall have the power to impose penalties in their absence.

The offender, the umpire/s and any witnesses are to attend a tribunal run by the Executive Committee who shall have the power to impose penalties as below.

The Registrar shall review all score cards and keep a log of all ejections and/or warnings recorded by the Umpire and shall bring to the attention of the Executive Committee who may, after reviewing a persistent



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offender/s record, take such disciplinary action against the offender as is necessary to establish and maintain an acceptable level of behavior.

PENALTIES may include fines, suspension (or both) of players, teams, officials or clubs, depending of the severity of the misconduct.

- (a) Where the By-law provides a penalty for a particular breach, the Protests and Disputes Committee shall impose that penalty if the breach is proven.
- (b) Where it is proven to the satisfaction of the Protests and Disputes Committee that a player, official of that Club, coach of a team or teams has moved from the bench or dug-out or otherwise, and participates in a fight or fracas in which they are not initially involved, the player, Club member and/or official, and the coach of that team or teams may be suspended for a minimum of 4 weeks.

NO. 34 - EJECTION AND MISCONDUCT continued

- (c) Each Club is at all times responsible for the conduct of spectators at their game, except where it is proven to the satisfaction of the Executive Committee that a spectator is a member of, or is aligned to, another Club, in which case the latter Club is responsible for the conduct of that spectator.

NO. 35 - RIGHTS OF ASSOCIATION MEMBER

All players, coaches and affiliate members have the right to submit a letter of complaint regarding any incident that may occur. This must be submitted as an official letter through their affiliated body or club, within 72 hours of the incident.

I certify this to be a true and correct copy of the Constitution of the Dale Districts Men's Softball Association Incorporated.

Signed

Position **President**

Dated this**day of** **200**.....

Witnessed by

Position **Secretary**