



CONSTITUTION
OF THE BRAMPTON GIRLS SOFTBALL ASSOCIATION

ESTABLISHED 1972
INCORPORATED IN 1987

REVISED 2020
REVISED 2021
REVISED 2022
REVISED 2023
REVISED 2024

Version 4.0

ARTICLE 1.0 NAME

- 1.1 The name of the Corporation shall be the Brampton Girls Softball Association Inc., hereinafter referred to as BGSA or "Association".

ARTICLE 2.0 HEAD OFFICE

- 2.1 The head office of the Association shall be in the City of Brampton in the Province of Ontario and at such place therein as the Board may from time to time determine within the boundaries

ARTICLE 3.0 PURPOSE AND OBJECTIVES

- 3.1 To foster, promote and teach amateur softball and to provide maximum opportunity for all eligible players to participate.
- 3.2 To develop and encourage good sportsmanship and fellowship between all participants for the betterment of their physical, mental and social well-being.
- 3.3 To develop, organize and facilitate participation and competition.
- 3.4 To sponsor and promote such athletic, social and other activities as it may contribute to the finances or goals of the organization.

ARTICLE 4.0 AFFILIATIONS

- 4.1 BGSA shall function as an independent organization under the auspices of the City of Brampton Parks & Recreation.
- 4.2 BGSA may become affiliated with any other Association or organization for the purpose of better fulfilling its own functions and objectives.
- 4.3 BGSA has the authority to impose suspension on any participant who affiliates with another fast pitch league or fast pitch series that has the possibility to be in direct competition with BGSA without the express permission of BGSA's officers.

ARTICLE 5.0 MEMBERSHIPS AND ELIGIBILITY

- 5.1 Membership includes:
- a) A female player who is properly registered and whose fees are paid to the Association.
 - b) A parent or legal guardian of any child that is properly registered in the Association.
 - c) Elected officers, members of the board, convenors, coaches, managers, umpires and members of Rep, Select and House League Committees.
- 5.2 Membership is annual, commencing on registration of a player or players each year and ending at the Annual General Meeting for that year.
- 5.3 Termination of membership may occur when a Member is found not in-good standing as defined by a majority vote of the Board. A member of BGSA found not in good-standing may be censored, suspended or expelled by a majority of the board for breach of the Constitution and or By-Laws or for any act or conduct deemed prejudicial to the welfare of the Association.
- 5.4 All members of BGSA including board members, players, parents/guardians, coaches and officials shall refrain from using media (including social media) to make disparaging

remarks about the organization and any other members. Consequences, which can include termination of membership, will be brought to the Officers for decisions.

5.5 Eligibility of Players

- a) All females who reside within the area served by the Brampton Parks & Recreation Department and that meet the guidelines as set out in the Affiliation policy of the City of Brampton.
- b) Players are eligible, whose ages are within the age groups specified in the Rules and Regulations of BGSA.
- c) Eligibility for non-residents is set out in the Affiliation procedures for the Parks & Recreation Department of the City of Brampton. Exception: That we include the classification of Junior Women's as set by the Provincial governing body.

ARTICLE 6.0 CODE OF CONDUCT

6.1 All Members of BGSA including board members, players, parents/guardians, coaches and officials shall refrain from using media (including social media) to make disparaging remarks about the organization and any other members. Consequences, which can include termination of membership, will be brought to the Officers for decisions.

6.2 No person representing BGSA or in a position of authority including, but not limited to, coaches, assistant coaches, managers, trainers, BGSA board members, umpires, concession stand volunteers shall:

- a) Smoke/vape in the area of the playing field including dugouts, player benches, practice/warm up areas, training centres or on the fields, at facilities located in Brampton or any other city. (Refer to City of Brampton By-Law 40-2019, Peel Outdoor No Smoking or No Vaping By-Law).
- b) Consume alcohol/drugs before, during or after games or practices at playing/practice facilities located in Brampton or any other city.
- c) Demonstrate any unsportsman-like behaviour, including foul or derogatory language.

Anyone not abiding by this code of conduct shall receive a warning, be told to leave the park and/or relinquish their duties, based on the specific incident.

ARTICLE 7.0 OFFICERS

7.1 The elected Officers of BGSA for each operating year shall be the:

- PRESIDENT
- 1st VICE-PRESIDENT - REP
- 2nd VICE-PRESIDENT - HOUSELEAGUE
- VICE PRESIDENT EQUIPMENT REP
- VICE-PRESIDENT - EQUIPMENT HOUSE LEAGUE
- VICE-PRESIDENT SELECT OPERATIONS
- SECRETARY
- TREASURER
- UMPIRE-IN CHIEF - HOUSELEAGUE

7.2 IMMEDIATE PAST PRESIDENT The president, or designate, shall appoint, subject

to the approval of the board of directors, individuals to fill vacancies of the officers that occur during the year.

ARTICLE 8.0 ELECTIONS of BOARD OF DIRECTORS (Officers and Directors)

8.1 OFFICERS

Those members who are currently on the Board of Directors and have served 2 consecutive years shall be eligible personnel as an Officer. Members interested in running must notify the nomination committee 30 days prior to the AGM. If no one meets these criteria, an exception may be made. An individual can hold only 1 officer position. An exception can be made if the position remains vacant after the AGM.

8.2 BOARD OF DIRECTORS

A nominating committee shall be appointed by the Board of Directors to enlist candidates for those whose term expires. The nominating committee shall consist of three (3) members from the board. The Committee shall submit to the Secretary a slate of candidates for election at the Annual General Meeting.

At the Annual General Meeting, opportunity shall be provided for the proper registration of nominations from the floor for the board. Any such nominees shall be added to the slate of eligible personnel submitted by the nominating committee.

Following the opportunity for nominations for board members from the floor, voting shall be conducted for these officers (ballot) and board members (by a show of hands or if requested, by means of a ballot).

- a) Officers and directors shall be elected by 50% +1 of the members.
- b) In the case of a tie for any position other than President, the President shall re-cast his/her vote, hence breaking a tie.
- c) If the tie is for President, the newly elected VP Rep, VP Houseleague and Treasurer will confer to make a decision.
- d) If there is an election with 3 or more candidates, and a candidate does not get 50% +1 of the votes, a re-vote shall be completed, deleting the candidate with the lowest number of votes, until such time a candidate receives 50% +1 of the votes.

ARTICLE 9.0 MANAGEMENT

9.1 The management of BGSA and the administration of the various functions related hereto shall be vested in the Board of Directors. The officers shall have the power to take any reasonable action necessary, within the terms of the Constitution and By-Laws, to enforce compliance with the Rules and Regulations as set out by the Association.

9.2 The Officers, at the call of the President (or delegate) shall:

- a) Hold office in any newly elected position for 2 years. An officer re-elected into their current position shall hold the position for one year.
- b) Appoint additional standing committees, officials and personnel considered necessary for the efficient administration and co-operation of BGSA.
- c) Conduct up to 12 board meetings, with a minimum of 8 monthly board meetings per year. Meetings must be held in August and September to prepare for the AGM.

- d) Hold office until the meeting of the newly elected Board of Directors, but no later than November 1st following the meeting.

9.3 Every board member must be active by participating on a committee or holding a job that directly assists the league. No board member shall sit on the board without a job. Any board member not fulfilling their duties may be removed from the board at any time by a majority vote of the board.

ARTICLE 10.0 CONDUCT OF BOARD MEETINGS

10.1 Quorum of elected officers for a meeting shall be 50% of filled positions + 1 (example, 4 officer positions filled then 3 needed, 5 officers- 3 needed, 6 officers - 4 needed etc).

10.2 Voting

Each member of the board shall have a single vote, except the President. The President shall make no motion of amendment while in the chair, however, the President shall have the right to pass the duties of the chair over to a Vice-President and be able to make a motion or recommendation as a member of the board, having the same voting privileges as any board member. While in the chair, the President or Vice-President shall not vote unless the vote is equally divided, at which time he or she cast the deciding vote.

10.3 Order of Business: The order of Business shall be:

- a) Call to order
- b) Attendance for quorum
- c) Minutes of the previous meeting(s)
- d) Business arising out of minutes
- e) Correspondence
- f) President's Update
- g) Treasurers report
- h) Bingo Report
- i) VP reports
 - a. VP Rep
 - b. VP Rep Equipment
 - c. UIC Report
 - d. VP Select
 - e. VP HouseLeague
 - f. VP Houseleague Equipment
- j) Committee reports
- k) New business
- l) Adjournment

ARTICLE 11.0 DUTIES of OFFICERS

11.1 PRESIDENT shall:

Oversee the operations of the organization, with responsibilities that include:

- Presiding at all meetings of the Board of Directors and the Annual General Meeting.
- Acting as a member of all standing committees with the exception of the nominating committee.
- Ensuring all orders and resolutions of the board are carried into effect.
- Acting as Chief Executive Officer of the association and where an immediate decision is required, make the decisions subject to approval of the board at the next meeting.

- Acting as a signing officer for the association.
- Participating in the budget development and together with the treasurer, be knowledgeable about the budget.
- Liaising with the City of Brampton, participating in meetings such as the Sports Alliance and working in partnership to foster the goals of the city and of BGSA.
- Developing partnerships with organizations such as PWSA and other sports and youth organizations as appropriate.
- Being familiar with the day to day operations of the Rep and Houseleague Programs in order to provide direction and support as needed.
- Problem solving situations and make decisions on issues that are escalated through the officers or board.

11.2 1st VICE-PRESIDENT - REP. OPERATIONS shall:

Oversee the operations of the Rep program that include:

- Coordinating all programming and activities at the rep level.
- Acting as liaison for the rep teams in the league.
- Assisting the President and in their absence, assume related responsibilities.
- Acting as a signing officer for the association.
- Participating as an elected officer on the Board of Directors, attending meetings and special events as appropriate.
- Creating and submit an annual budget.
- Chairing a rep committee including such members as coaches, team managers etc.
- Working with the president to bid on special events, and if successful, work on such events.
- Communicating with VP Rep Equipment to ensure needs are met.
- Working with VP Houseleague to encourage coach and player development at all levels.
- Being available to coaches for support, problem solving.
- Chairing committee to select rep coaches.
- Submitting permits to the city.

11.3 2nd VICE-PRESIDENT - HOUSE LEAGUE shall:

Oversee the operations of the Houseleague program that include:

- Participate as an elected officer on the Board of Directors, attending meetings and special events as appropriate.
- Create and submit an annual budget.
- Chair and attend Houseleague meetings consisting of convenors, VP equipment, UIC Houseleague, and president (ad hoc).
- Act as liaison for the teams in the league with the board.
- Assume related responsibilities for the organization in absence of the president and VP Rep.
- Coordinate all activities related to Houseleague operations including
 - a. Submitting permits to the city

- b. Coordination registration (contacting previous players, registration dates through city)
 - c. Assigning all registered players to teams
 - d. Soliciting coaches
 - e. Organizing coaches clinics
 - f. Organizing Houseleague clinics
 - g. Working with VP Houseleague equipment to ensure necessary uniforms and equipment
 - h. Evaluation of the program (surveys etc.) and changes to enhance the program
 - i. Updating the BGSA Houseleague Rules and communicate proposed changes to the board prior to the season
- Act as signing officer if necessary (usually President, Treasurer and VP Rep).
 - Coordinate, with the committee, special events such as tournaments, opening day, Days of Champs, etc.

11.4 VICE-PRESIDENT - SELECT OPERATIONS shall

Oversee the operations of the select program. The select program is comprised of players and coaches who are registered in the Houseleague program and want to play more competitive ball during the season in tournaments within the province. These responsibilities include:

- Submitting a budget for the select program operations.
- Representing BGSA at provincial select softball meetings.
- Coordinating a coaches selection committee as per constitution article 22.1.
- Coordinating dates such as try-outs, tournaments liaising with the VP Houseleague.
- Convening (or delegating) all select tournaments.
- Coordinating with VP Houseleague/Rep Equipment on equipment needs and Uniforms.
- Acting as a member of the Houseleague committee to ensure smooth communications, coordinate off season practice times, procure sponsorships, purchase medals etc.
- Evaluating the program to ensure ongoing improvements

11.5 VICE-PRESIDENT REP EQUIPMENT shall:

Coordinate the equipment and uniforms necessary for the operations of the rep program, including:

- Participating as an elected officer on the Board of Directors, attending meetings and special events as appropriate.
- Collaborating with VP Rep and Rep committee.
- Maintaining an inventory of equipment.
- Creating and submitting an annual budget.
- Purchasing, in collaboration (once HL/Select are ready) with VP Houseleague Equipment, VP Select Operations equipment necessary including:
 - Annual inventory and identification of necessary items

- Ordering and arranging delivery
- Distribution of equipment to rep coaches, ensuring knowledge of items dispersed and to whom
- Ordering ongoing items as necessary during season
- Working with coaches for any special needs for divisions and delivery of items
- Investigating and if feasible, in collaboration with VP Houseleague Equipment, & VP Select Operations purchasing uniforms appropriate for rep, select and/or Houseleague.
- Purchasing other equipment as needed for the training center and as requested.
- Assisting, when possible, with general operations of rep program as necessary throughout the year.

11.6 VICE-PRESIDENT of EQUIPMENT HOUSELEAGUE shall:

Coordinate the equipment and uniforms necessary for the operations of Houseleague program including:

- Participating as an elected officer on the Board of Directors, attending meetings and special events as appropriate
- Creating and submitting an annual budget
- Attending Houseleague meetings
- Purchasing, in collaboration with VP Rep Equipment, equipment necessary for the Houseleague and select programs and clinics, including:
 - Annual inventory and identification of necessary items
 - Ordering and arranging delivery
 - Distribution of equipment to coaches, ensuring knowledge of items dispersed and to whom
 - Ordering ongoing items as necessary during season
 - Working with convenors for any special needs for divisions and delivery of items
- Purchasing, in collaboration with VP Rep Equipment as appropriate, uniforms for Houseleague programs, including:
 - Working with Houseleague committee and sponsorship chair to identify needs
 - Working with VP Rep Equipment for ordering and delivery if appropriate
 - Correcting any errors or adding additional items
- Assisting, when possible, with general operations of Houseleague throughout the year
 - Assisting at tournaments, opening day, Days of Champs and special events as part of the Houseleague committee

11.7 SECRETARY shall:

Maintain records for the association including:

- Maintaining accurate records of the proceedings of BGSA.
- Maintaining a current register of all officers, board of directors.
- Conducting correspondence on behalf of BGSA as required
- Maintaining a record of all decisions and appointments.
- Communicating notices of meetings, take minutes and forward minutes to appropriate members.
- Coordinating a post office box, pick up mail and forward as appropriate.

- Maintaining appropriate paperwork for the organization including letters patent, insurance, letterhead and logos
- Participating in other tasks as necessary (example: securing school permits, acting as minute taker for special events, etc.)

11.8 TREASURER shall:

Oversee the financial management of the association including:

- Conducting and properly recording all financial transactions of BGSA.
- Presiding over committees designated to prepare the annual budget to be presented and approved by the board of directors.
- Ensuring all payments are made and signed by another officer.
- Ensuring all requests for payment are submitted with a cheque request or appropriate invoice.
- Preparing and submitting an annual financial statement at the Annual General Meeting.
- Preparing monthly reports for board meetings.
- Acting as a signing officer for the association.
- Attending any meeting where significant financial discussions may arise (special events, fundraising, etc.)
- Participating as an elected officer on the Board of Directors, attending meetings and special events as appropriate.
- Informing and getting direction from the board on investments as funds allow.
- Providing the board with options regarding auditors, work with the auditor and provide results to the board.

11.9 UMPIRE-IN-CHIEF HOUSELEAGUE shall:

Recruit, train and schedule umpires for the Houseleague program including:.

- Participating as an elected officer on the Board of Directors, attending meetings and special events as appropriate.
- Creating and submitting an annual budget for umpires for the Houseleague program.
- Attend Houseleague meetings.
- Recruit those interested in umpiring, including experienced and new umpires.
- Developing a comprehensive training program for umpires, using available resources and networks.
- Maintaining a pay scale to fairly reimburse umpires.
- Submitting to the treasurer umpire payroll and requests for payment and disperse to umpires.
- Working with VP Houseleague and convenors to identify any issues with umpires and resolve these issues.
- Ensuring umpires within BGSA are held to a professional standard including dress and behaviour.

11.10 IMMEDIATE PAST PRESIDENT shall be empowered to participate in the deliberation of the Association with voting privileges and in general, act in an advisory capacity.

ARTICLE 12.0 DUTIES OF BOARD MEMBERS

12.1 REGISTRAR shall:

- a) Ensure player registrations and affiliated associates are completed accurately.
- b) Be responsible for collecting all monies for registration.
- c) Maintain all team lists to assist in each year's registration.
- d) Ensure that communication is done to each player that played in BGSA the previous year.

12.2 CHAIRPERSON OF UNIFORMS shall:

- a) Be responsible for the Association's uniforms.
- b) Prepare a budget for and procurement of for the upcoming season.
- c) Issue proper uniforms to each team and repair/replace any faulty uniforms.
- d) Keep a record of issued uniforms.
- e) Be responsible for the disbursement of refunds of pants/shorts.
- f) Maintain a current inventory of all uniforms issued and submit inventory to the Association for record purposes.

12.3 CHAIRPERSON SPONSORSHIP shall:

- a) Obtain sponsors and be responsible for the collection of fees.
- b) Keep accurate records and turn over monies to the Treasurer.

12.4 CHAIRPERSON OF WAYS & MEANS shall:

- a) Develop ideas and implement such for the Association fundraising and present these to the Board.
- b) Prepare a financial statement for the Board and submit monies to the Treasurer.

12.5 CHAIRPERSON OF BINGO OPERATIONS shall:

- a) Be responsible for maintaining and operating bingo events.
- b) Schedule and obtain personnel for the staffing of the Bingo events.
- c) Prepare and submit reports to the City of Brampton Licensing and Province of Ontario.
- d) Liaison with the representative of the City of Brampton Licensing, the Province of Ontario and the Hall owner/operator.

12.6 CHAIRPERSON OF PUBLIC RELATIONS AND MARKETING shall:

- a) Be responsible for all public relations and marketing of the Association.
- b) Gather and obtain information to prepare the league newsletter.
- c) Liaison with the web master.

12.7 CHAIRPERSON OF PLAYER/COACH DEVELOPMENT shall:

- a) Coordinate player/coach development programs.

- b) Be responsible for the assignment of gym/facility time.
- 12.8 CHAIRPERSON OF CONCESSIONS** shall:
- a) Be responsible for the day to day operations of the Associations concessions.
 - b) Maintain the upkeep of the concession facilities.
 - c) Coordinate with House league and Rep for the staffing of the concession.
 - d) Submit monies to the Treasurer.
 - e) Prepare and submit an annual financial statement to the Executive.
- 12.9 CHAIRPERSON OF PHOTOS, TROPHIES AND AWARDS** shall:
- a) Procure and liaise with the photographer.
 - b) Schedule teams for photo day.
 - c) Tender and liaise with vendors for trophies in conjunction with House League and Rep.
 - d) Chair the Awards/Scholarship nomination committee.
- 12.10 CHAIRPERSON OF FACILITIES** shall:
- a) Be responsible for the general maintenance of the facilities.
 - b) Liaise with the City of Brampton to address issues of repairs, upgrades and maintenance.
 - c) Maintain an inventory for the assigning of keys to the various facilities.
- 12.11 CONVENORS** shall:
- a) Be responsible for the program in their respective age category and more particularly, for the recruiting, supervision and moral conduct of coaches and players.
 - b) Be responsible for the proper completion of records for their respective age category.
 - c) Be accountable to their respective Vice-President.
- 12.12 MEMBERS AT LARGE** shall:
- a) Attend the Board of Directors meetings on a regular basis.
 - b) Perform various functions as requested by the Board. Note: The number of Members at Large shall be determined by the Board as to fill the needs of the Association.

ARTICLE 13.0 REQUIREMENTS FOR VULNERABLE AND CRIMINAL RECORD CHECK

- 13.1** All volunteers in the BGSA organization may be required to be subjected to a vulnerable sector check or a criminal record check.
- 13.2** BGSA will not provide payments for either of these checks but will provide the required documentation for the individual volunteer as required (i.e. letter of volunteer acknowledgement). Should the individual volunteer require a finger print check, the individual can apply to the VP of Rep/VP of Houseleague/President as appropriate and reimbursement for fees will be granted upon proof of payment and an acceptable check.

- 13.3** The vulnerable sector check or criminal record check is valid for two years or 730 days from the date of issue and must be obtained before October 1st (for Rep), April 1st (for Select) and November 1st (for Officers) of the given BGSA calendar year.
- a) New volunteers joining the organization requiring a vulnerable sector or criminal record check will have 60 days after their respective deadline (refer to 12.3) to submit their record.
- 13.4** Individuals who hold the following positions within the BGSA are required to obtain a vulnerable sector check:
- a) Rep Coaches
 - b) Rep Team Trainers
 - c) Select Coaches.
- 13.5** Individuals who hold the following positions within the BGSA are required to obtain a criminal record check:
- a) BGSA President
 - b) BGSA Treasurer
 - c) Any other officers with financial signing authority
- 13.6** BGSA will not retain any copies of the individuals' vulnerable sector check or criminal record check form, however will retain a record that each check has been seen and approved as acceptable and valid for the given BGSA calendar year.
- 13.7** BGSA Rep Committee and House League Committee will appoint an individual as the Compliance Officer for their respective programs whose responsibilities include:
- a) Ensuring all individuals that require a check to be completed are identified and notified (in writing if required) of the deadline to complete the check
 - b) Ensuring all individual checks are completed by the deadline and immediately notifying the appropriate committee of any individuals who have not completed the required check.
 - c) Reviewing, summarizing and presenting to the committee any individuals whose checks contain offenses, outstanding convictions, or pending charges that could endanger "vulnerable persons" while conducting their volunteer responsibilities on behalf of the BGSA organization. The individual's, name will be kept confidential during this review and only the Compliance officer will notify the individual of the committees' decision.
- 13.8** Any officers or directors of BGSA requiring a criminal record check will present their completed check at the Officers Meeting for approval of the Officers. Once approved, the Officers Committee will inform the Board of Directors at the next scheduled meeting.
- 13.9** BGSA reserves the right to deny or remove any individual from their volunteer position upon review of their vulnerable sector check or criminal record check.
- 13.10** Any individual denied the right to volunteer with BGSA has the right to appeal in writing or in person to the Officers. The Compliance Officer of the respective division will chair and minute the decision of the Officers from this meeting and inform the individual of the Officer's decision. The decision of the Officers will be considered final.

- 13.11 The Houseleague Committee will develop a letter annually, to be approved by the Board of Directors, for review and signing by Houseleague coaches. This letter outlines the expectations and behaviour of coaches and consequences should problems arise.

ARTICLE 14.0 RESIGNATION OR REMOVAL FROM THE BOARD OF DIRECTORS

- 14.1 Any member of the board may resign from BGSA by written notice of their resignation to the secretary who shall advise the Board of Directors at its next meeting.
- 14.2 Any board member who is absent for three (3) meetings without just cause, or not making a significant contribution, may be removed from office and replaced by appointment by a resolution passed by a majority of the voting members of the Board of Directors. "Just cause" to mean, but not be limited to, family emergencies, work commitments, illness or vacation.
- 14.3 If the Board determines that a board member has not managed or fulfilled their duties, or has discontinued their duties, their role may be terminated by a majority vote of the Board.
- 14.4 Any board member of BGSA may be censored, suspended or expelled from BGSA for breach of the Constitution and/or By-laws or for any act or conduct deemed prejudicial to the welfare of the BGSA by a majority vote of the Board.
- 14.5 The Board shall have the power to fill any vacancies that may occur in its number to hold office for the balance of the term.

ARTICLE 15.0 CONTRACTS

- 15.1 Contract, documents or instruments in writing requiring the signature of the Association may be signed by the President. The Association is authorized from time to time by resolution to appoint any Board Member or any person or persons on behalf of the Association to either sign contracts, documents or instruments in writing generally or to sign specific contracts, documents or instruments in writing.

ARTICLE 16.0 LIABILITY OF THE BOARD OF DIRECTORS

- 16.1 The Association shall provide, at its expense, liability insurance to cover risks assumed by the Board members with respect to any act or actions taken by them as a group or individually on behalf of the and in accordance with their duties as Board of Directors members of the Association.
- 16.2 A Board member shall not be held liable for the acts, receipts, neglects, or defaults of any other Board member or employee, or for the joining in any receipt or act for conformity, or for any other loss, damage, expense, or misfortune whatever which may happen to the Association in the execution of the duties of his respective office or trust, or in relation thereto.
- 16.3 Every Board member, their heirs, executors, administrators, estates, and effects shall at all times be indemnified and saved harmless out of the funds of the Association from and against all costs, charges, or expenses sustained or incurred in any action, suit, or proceeding brought against him in respect to any act, deed, or matter whatever, occurring in the execution of the duties of his office, except the costs, charges or expenses occasioned by his own willful neglect or default.

ARTICLE 17.0 ANNUAL MEETING

- 17.1** The Annual Meeting of BGSA shall be held no later than October 31st of the current playing season. The President shall prepare the proper agenda for this meeting and provide copies for those in attendance.
- 17.2** Notices of motions or Constitutional amendments for consideration at the Annual Meeting shall be submitted in writing to the Secretary and received by no later than 30 days prior to the Annual General meeting. Correspondence or other matters for consideration at the Annual General meeting shall be submitted in writing, no less than seven (7) days, to the Secretary and received prior to the Annual General meeting.
- 17.3** No article or law of this Constitution shall be altered or rescinded or a new one introduced except at the Annual General meeting and then only by consent of two-thirds majority of the eligible voting members present.
- 17.4** Eligible voting members include: Officers, Board Members, Coaches, Managers, Parents/Guardians, and Players.
- a) Any registered player who is over the age of 18 is eligible to have one (1) vote.
 - b) BGSA officers and directors have 1 vote. Regardless of how many Officer positions they may hold (i.e. if an individual holds the positions of both Treasurer and Secretary, that individual is entitled to only one vote)
 - c) Members have 1 vote per family (any players 18 years of age and older shall have their own vote in addition to the 1 vote per family).
- 17.5** All members voting must be in good standing. The President shall be responsible for calling the first meeting of the new Board of Directors following the Annual General Meeting.
- 17.6** All BGSA personnel and participants shall be subject to and comply with the Rules and Regulations of the Constitution and Bylaws.

ARTICLE 18.0 BY-LAWS

- 18.1** Such By-Laws as are felt to be necessary in the first instance for the proper conduct of BGSA shall be made known by the Board of Directors.
- 18.2** By-Laws may be repealed, amended, altered, added to, or re-enacted by a majority decision at a meeting of the Board of Directors or at a meeting called for the purposes of considering the said By-Laws.

ARTICLE 19.0 YEAR END

- 19.1** Unless otherwise ordered by the Board of Directors, the year-end of BGSA shall terminate on the last day of September in each year.

ARTICLE 20.0 Conflict Resolution

- 20.1** Any concerns are to be addressed in the following order:

Athlete – Parent – Coach – Convener – VP – President – Conflict Resolution Committee

- 20.2** The Conflict Resolution Committee will consist of 3 Board Directors with no conflict of

interest with the matter being presented. Two alternate candidates should be available should a conflict of interest arise.

- 20.3** If there are more than 5 volunteers for this committee, a vote will be held.
- 20.4** Conflict Resolution Committee is to be appointed annually at first board meeting following AGM. Any member of this Committee should be impartial to situations and ideally they should have some conflict resolution experience and excellent knowledge of this Constitution.
- 20.5** The Committee shall report their findings and deliver recommendations to the VP of the specific program and the President.
- 20.6** The VP of specific program or President will communicate decided resolution to the complainant.
- 20.7** The President shall communicate issue and findings to the Board at Board Meeting omitting any personal identifying Information.

ARTICLE 21.0 PECUNIARY GAIN

- 21.1** The Association shall be operated without purpose of pecuniary gain, and any surplus monies of the Association shall be used solely for the objectives and promotion of the Association.

ARTICLE 22.0 DISSOLUTION

- 22.1** If BGSA disbands or ceases to exist; the assets and funds of the organization shall be transferred to and held in trust by the City of Brampton Parks & Recreation Department pending resolution and distribution of such assets and funds.

ARTICLE 23.0 SELECTION OF COACHES FOR REP AND SELECT PROGRAMS

- 23.1** The Vice President-Rep Operations will, in consultation with the President, strike a Rep Coaches Selection Committee comprised of a minimum of 5 members to interview and choose rep coaches for the upcoming season. Members will include the President, VP-Rep Operations, another Board member and at least 2 other people. Any of the committee member interested in coaching will excuse themselves from interviewing for that division/team.
- 23.2** The VP Select Operations will, in consultation with the President, strike a Select Coaches Selection Committee, comprised of a minimum of 3 members to interview and choose the Select coaches for the upcoming season. Members will include the VP-Houseleague Operations, VP Select Operations and at least one other person. Any of

the committee members interested in coaching will excuse themselves from interviewing for that team.

- 23.3 All applicants for both rep and select coaching positions will be granted an interview. Even if there is only 1 applicant, an interview will take place to ensure the correct fit for the program.
- 23.4 Rep and Select Coaches Selection Committees shall include 2 extra members to act as alternates in the event of conflict of interest or unexpected absence of a member.

ARTICLE 24.0 SPELLING AND GRAMMAR

- 24.1 This constitution shall be amended to correct any spelling and grammar on an ongoing basis, without the need for amendment(s) at the annual general meeting.

Approved on this 11th day of March, 2026

John Dobranski

Sally Lamorte

President
John Dobranski

Secretary
Sally Lamorte

Certified to be a true copy of the Constitution of Brampton Girls' Softball Association as amended at the Annual General Meeting