

# **NEW SOUTH WALES BASEBALL SCORERS' ASSOCIATION CONSTITUTION**

## **1. NAME**

This body shall be named "New South Wales Baseball Scorers' Association" and shall be referred to throughout as 'the Association'.

## **2. OBJECTIVES**

- a) The objectives of the Association shall be:
- i) To recruit and train Scorers.
  - ii) To improve the quality of existing Scorers by providing training and assistance where required.
  - iii) To improve the status of Scorers.
  - iv) To promote close relationships with Baseball NSW and kindred Associations for the good of the game and benefit of Scorers.
  - v) To apply the laws of the game as set down by international and local authorities.
  - vi) To encourage uniformity of interpretation of the official rules and any other rules implemented by all associated bodies.
  - vii) To seek and maintain affiliation with approved State and/or National Scorers' Associations.
  - viii) To assist or take action as deemed necessary by the Executive Committee for and on behalf of any member unfairly or unjustly treated and to lodge any appeals to a higher authority.
  - ix) To assist other Associations where applicable.
  - x) To conduct examinations and accreditations (written or oral) as to knowledge and interpretation of the laws of the game.

## **3. JURISDICTION**

This Association shall have jurisdiction over all members and shall have the power to fine, suspend or expel any member who is deemed to have breached the Constitution rules or by-laws.

## **4. MEMBERSHIP**

- a) Membership shall be open to all persons. The Constitution and by-laws shall be binding to all members. Only financial members carry voting rights.
- b) Membership shall be granted to any person who transfers from another Scoring Association provided a satisfactory clearance is obtained from the previous Association and the application is approved by the majority of the Executive Committee.
- c) Members can obtain a current copy of the Constitution on the Associations website.
- d) Members shall pay an annual membership fee, the amount of which shall be recommended by the Executive Committee and approved by the members.

- e) Any member shall appear before the Executive Committee or Special General Meeting if requested to do so by the Executive Committee. Such a request is to be in writing giving seven (7) days notice.

## **5. ASSOCIATION OFFICERS**

- a) The Officers of the Association shall be:
  - i) President
  - ii) Vice President
  - iii) Secretary
  - iv) Treasurer
  - v) Registrar
  - vi) IT Administrator
  - vii) Accreditation and Training Coordinator
  - viii) Merchandise Coordinator
- b) The President (or nominee) shall be the spokesperson for the Association when in attendance at Baseball NSW meetings.
- c) All Association Officers shall be elected at the Annual General Meeting and shall be installed for a three (3) year term after which they will be eligible for re-election for one additional term in the same position.
- d) Any Association Officer can resign his/her position at any time during his/her term of office, providing that his/her resignation is in writing and giving one (1) months notice to the Executive Committee.

## **6. EXECUTIVE COMMITTEE**

- a) The Executive Committee shall consist of:
  - i) President
  - ii) Vice President
  - iii) Secretary
  - iv) Treasurer
- b) No Executive Committee member shall hold more than one (1) position under these rules.
- c) If any member of the Executive Committee shall be absent from any three (3) consecutive meetings without reasonable excuse, the position shall be declared vacant. Any such vacancy shall be filled at the General Meeting to be held no later than twenty one (21) days after the vacancy is declared.
- d) The affairs of the Association shall be in the hands of the Executive Committee who shall meet regularly. Where extraordinary business arises, the Executive Committee shall determine a course of action, details of which shall be submitted to a General Meeting for verification of such action.

## **7. LIFE MEMBER**

- a) The Association may elect as Life Members any persons who have rendered service towards the advancement of the Association.
- b) A Life Member shall be entitled to take part in the business of all General Meetings. He/she shall be entitled to have voting rights and all benefits associated with that right.
- c) No more than two (2) Life Members to be elected in any one (1) year.

## **8. VACANCIES**

Should any office become vacant during the year such office may be filled by a recommendation of the Executive Committee to any subsequent General Meeting of the Association.

## **9. DUTIES AND FUNCTIONS OF ASSOCIATION OFFICERS**

- a) **PRESIDENT**  
The President shall be Chairperson at meetings and shall conduct such meetings in accordance with this Constitution. He/she shall have a casting vote if required.
- b) **VICE PRESIDENT**  
In the absence of the President from a meeting, the Vice President shall act as Chairperson and when in this capacity shall have a casting vote. The Vice President shall assist the other officers of the Association in their duties as required from time to time.
- c) **SECRETARY**
  - i) Attend to the general business of the Association.
  - ii) Taking of minutes of meetings.
  - iii) Attend to all correspondence in and out.
  - iv) Prepares and distributes the Annual General Meeting documents.
  - v) Undertake any other duties deemed necessary by the Executive Committee in the carrying out of the Association functions.
- d) **TREASURER**
  - i) Be in control of the recording of the financial state of the Association.
  - ii) Produce the books of the accounts as required.
  - iii) Pay all accounts passed for payment.
  - iv) Submit a financial report at all Executive Committee and General Meetings.
  - v) Submit an audited financial statement to the Annual General Meeting.
- e) **REGISTRAR**
  - i) Maintain the Association's membership records.
- f) **IT ADMINISTRATOR**
  - i) Maintain the Association's website and perform any other IT related duties.

- g) **ACCREDITATION AND TRAINING COORDINATOR**
  - i) Liaise with the Scorer's Association representative appointed to the Baseball Australia national scoring body.
  - ii) Implement the accreditation requirements of the Baseball Australia national scoring body.
  - iii) Co-ordinate education and training.
- h) **MERCHANDISE COORDINATOR**
  - i) Manage stock supplied by the Association.

## **10. AUDITORS**

The Auditors, who must not be members of this Association, shall be appointed/approved by the Executive Committee to audit the books of the Association.

## **11. BANK AUTHORITY**

- a) All payments issued by the Association shall be authorised by any two (2) of the President, Vice President, Secretary, Treasurer.
- b) Authority is to be renewed at the earliest possible date after the election of the new Executive Committee at the Annual General Meeting.

## **12. COMMITTEE**

The Executive Committee shall be empowered to appoint Sub-committees as deemed fit for the proper conduct of the Association.

## **13. VOTING**

- a) Each of the following shall be entitled to one (1) vote
  - i) Life Members.
  - ii) Financial Members.
- b) Proxy voting shall only be permitted for the AGM.
- c) In the case of an equality of votes, the Chairperson shall have a casting vote in addition to a deliberative vote.
- d) The voices or show of hands shall determine all questions, unless a formal division is deemed or the votes ordered to be counted and recorded. This shall be done at the request of the majority of attending members. In that case the numbers for and against shall be recorded on the minutes of the meeting.

#### 14. MEETINGS

- a) The accepted rules of debate shall apply.
- b) In the event of a quorum not being reached after thirty (30) minutes of the normal starting time, the meeting shall lapse.
- c) A member attending by electronic means shall be considered present and entitled to vote.
- d) To alter or rescind any resolution, fourteen (14) days' notice in writing must have been given by the member proposing the alteration or rescission.
- e) A resolution shall not be rescinded at the meeting of the Association at which it has been passed, unless the motion to rescind shall be carried by two-thirds (2/3) of the members present and entitled to vote.

#### 15. ANNUAL GENERAL MEETING

- a) The Annual General Meeting shall be held the last Monday in July in any year.
- b) Fourteen (14) days' written notice shall be given to all members.
- c) A quorum shall consist of six (6) members entitled to vote, of which two (2) shall be on the Executive Committee.
- d) Order of Business of the Annual General Meeting shall be as follows:-
  - i) Apologies.
  - ii) Confirmation of Minutes of previous Annual General Meeting.
  - iii) Business arising from Minutes.
  - iv) Presentation for Adoption of Annual Report and audited Financial Statements.
  - v) Business arising from Annual Report and Financial Statements.
  - vi) Consideration for the granting of Honorariums.
  - vii) Installation of Returning Officer.
  - viii) Declaration of all Offices being vacant.
  - ix) Election of Association and Executive Officers, commencing with the announcement of any written nominations received.
    - (1) Election of the President
    - (2) " Vice President
    - (3) " Secretary
    - (4) " Treasurer
    - (5) " Registrar
    - (6) " IT Administrator
    - (7) " Accreditation and Training Coordinator
    - (8) " Merchandise Coordinator
  - x) Appointment of Life Members.
  - xi) General Business pertaining to Annual General Meeting.

## **16. GENERAL MEETING**

- a) General meetings shall be held at such times and places as determined by a General Meeting and/or Executive Committee.
- b) A quorum shall consist of five (5) members entitled to vote, of which two (2) shall be on the Executive Committee.
- c) The order of business at a General Meeting shall be:
  - i) Apologies.
  - ii) Reading of the Minutes of previous General Meeting and confirmation of same.
  - iii) Business arising from Minutes.
  - iv) Correspondence in and out.
  - v) Business arising from correspondence.
  - vi) President's report.
  - vii) Treasurer's financial report.
  - viii) Business arising from financial report.
  - ix) Competitions Report
  - x) Notices of motion and recommendations of which previous written notification has been given.
  - xi) General Business.To deal with matters of extreme urgency, the order of business may be altered by the vote of the members present at the meeting.

## **17. SPECIAL GENERAL MEETINGS**

- a) A Special General Meeting may be called for any or all of the following purposes:
  - i) To deal with revisions, alterations and /or amendments to the Constitution.
  - ii) To deal with any written notice of motion.
- b) A Special General Meeting shall be convened as follows:
  - i) By Executive Committee providing at least seven (7) days' notice is given.
  - ii) By requisition carried at a General Meeting.
  - iii) By a requisition to the Secretary, in writing, signed by any five (5) members
- c) A quorum shall consist of five (5) members entitled to vote, of which two (2) shall be on the Executive Committee.
- d) Any Special General Meeting may be adjourned to such other times as the majority of those present may resolve.

## **18. EXECUTIVE COMMITTEE MEETING**

- a)
  - i) Executive Committee meetings shall be held as required
  - ii) A special Executive Committee meeting may be summoned by the President and the Secretary or on request by two (2) members of the Executive Committee.
- b) A quorum shall consist of three (3) members of the Executive Committee.

- c) The duties of the Executive Committee shall include but not be limited to:
  - i) Admission or rejection of applications for membership of this Association.
  - ii) Suspension or fining of any member who is deemed to have breached the Constitution rules and by-laws.
  - iii) Control and management of all finances of the Association.
  - iv) Consideration of all items of expenditure submitted for approval and authorise the Treasurer to pay such items when passed for payment.
  - v) Investigation of any case of misconduct reported by any Scorer, club or official of the Association and deal with such reports as may be deemed necessary.
- d) The Executive Committee shall have power to invite non-members to their meetings.

#### **19. CONDUCT OF MEETINGS – APPEALS**

- a) Appeals against disqualification or suspensions or penalty passed on any officer or member of the Association shall be referred to and heard by an Appeals Committee appointed by the Executive Committee.
- b) Appeals must be lodged in writing within fourteen (14) days of the original Executive Committee decision. Appeals to the Committee shall be heard within seven (7) days of receipt of written appeal to the Secretary. Appeal against the Appeals Committee decision shall be directed to a Special General Meeting. Such appeals must be lodged within fourteen (14) days of the original Appeals Committee decision.

#### **20. ALTERATIONS TO THE CONSTITUTION**

- a) Alterations to the Constitution can only be made at a Special General Meeting of the Association, provided twenty-one (21) days' notice, in writing, of the proposed alteration is received.
- b) No alteration or amendment shall be binding unless carried by a two-thirds (2/3) majority of those present and entitled to vote.

#### **21. ACCREDITATION**

Accreditation Levels shall be as determined by the Baseball Australia national scoring body.

#### **22. CODE OF CONDUCT**

The Code of Conduct shall form part of the Associations Membership Application Form.

#### **23. WINDING UP OF THE ASSOCIATION**

In the event of this Association being wound up, all property, assets, and surplus monies shall be transferred to Baseball NSW.

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### *'Change Control'*

- *As adopted 199?*
- *As amended 21 August 1992*
- *As further amended:*
  - ✓ *26 May 1995*
  - ✓ *31 July 1998*
  - ✓ *28 May 2007*
  - ✓ *24 September 2007*
  - ✓ *27 September 2010*
  - ✓ *October 2019*
  - ✓ *May 2022*