



Revised January 2021.

## **Halton Girls Softball League Constitution**

This document and all other HGSL documents are a collaborative work between all of the groups in the Collaborative and cannot contradict individual organizations' documents.

### **Article 1 – Name**

This organization shall be known as the Halton Girls Softball League, hereinafter referred to as the HGSL. The HGSL is a collaborative softball league between the Oakville Girls Softball Association (OGSA), Burlington Amateur Softball Association (BASA), Stoney Creek Optimist Little League-Girls' Softball Division (SCOLL), Waterdown Minor Baseball Association-Girls Fastball Division (WGFL), Halton Hawks (HH) and Milton Girls Softball Association (MGSA).

### **Article 2 – Aims and Objectives**

The aims and objectives of the HGSL are:

- To provide the opportunity to foster, promote and teach amateur recreational softball in a house league environment for youth for the betterment of their physical, mental and social well-being.
- To promote and organize team competition within the HGSL and with the affiliated organizations, where all players are encouraged to participate, regardless of experience or skill level.
- To develop and encourage sportsmanship, community spirit, and good fellowship amongst all participants in HGSL activities.
- To develop a matrix playing schedule that will include games with various teams from the partnering associations.

**Article 3 – Affiliation** The HGSL shall operate as an Independent League whose members operate in cooperation with Provincial Women's Softball Association and/or Ontario Rural Softball Association, and Softball Ontario.

### **Article 4 – Organization Structure**

All affiliated Associations will designate two\* persons from their Association as HGSL representatives. The names of the Association representatives (and alternate, if necessary)

shall be forwarded to the HGSL in writing at the first regular meeting following the AGM, or upon change of representative. The representative will sit on the HGSL Executive.

- **Chairperson:** The Chairperson shall preside over all meetings of the HGSL. Where an immediate decision is required, the Chair shall make the decision, subject to the approval of the HGSL Executive at its next meeting. *\*As the Chairperson is unable to vote, unless there is a tied result, the Association that the Chairperson comes from will have three representatives on the HGSL Executive.*
- **Secretary:** Shall keep an accurate record of the proceedings of the HGSL and maintain an updated mailing list, as well as circulate the minutes from the previous meetings and to circulate the agendas as per Chair directive.
- **Directors:** Directors are the remaining executives from each affiliated Association.

The following are roles appointed by the HGSL Executives

- **Webmaster:** The webmaster shall maintain the HGSL websites as well as provide assistance to anyone who requires it regarding the HGSL websites.
- **Conveners:** Shall be the liaison between the HGSL and participating teams and Associations. Conveners will convene playoffs or designate an executive person. Conveners are not permitted to convene in divisions in which they or their child play or coach, unless with prior approval of the HGSL Executive
- **Scheduler:** Shall schedule all regular season and playoffs games for the HGSL subject to the approval of the HGSL Executive.

## Article 5 – Membership

- A. Existing member Associations must commit to their membership in the HGSL partnership at the first meeting after the completion of the current season.
- B. Consideration for new membership of Associations in the HGSL shall be considered upon formal request of an organization, which is affiliated with the municipality where they exist, and is subject to the approval of the vote by the existing HGSL Executive
- C. An Association granted membership shall agree to comply with the Constitution and By-Laws of the HGSL.
- D. The HGSL Executive shall have the power to withdraw an Association membership if the Association member fails to correct a contravention of the Constitution and/or By-Laws after notification by the HGSL. Membership shall be reinstated upon correction of the contravention or upon successful appeal.
- E. At the first HGSL Executive meeting, following the AGM, appointed to fill positions on the HGSL Executive. Each appointed representative has voting rights.
- F. The members of the HGSL Executive shall include the affiliated Area Association reps, Chair, Webmaster, Secretary, Scheduler, Conveners and appointed Members at Large
- G. All HGSL Executive members shall be at least eighteen (18) years of age.
- H. Residency statuses will conform to each individual Associations residency requirements.

## **Article 6 – Finance**

To equally share in the cost

- A. During the regular season, Associations will be required to cover all home game costs.
- B. Opening weekend/Playoff weekend will be a shared cost split based on a per team basis.
- C. Each Association shall maintain adequate liability insurance as deemed by minimum standards of their municipality.
- D. Certificate of insurance must be forwarded to Secretary prior to start of season.
- E. Each Association will be equal partners to the operation of the domain/website costs.

## **Article 7 – Conflict of Interest**

Should an Executive Member find himself or herself in a conflict of interest with respect to any matter or issue arising at a meeting of the Executive, or any committee thereof, they shall immediately disclose such conflict of interest and refrain from voting on any such matter or issue. The Executive may, by resolution, make such rulings relating to conflicts of interest of Executive Members, as it deems necessary. The conflicted members vote shall be recorded as an abstention.

## **Article 8 – Termination and Replacement of HGSL Executive Members**

- A. Any HGSL member may resign from the HGSL by written notice of his/ her resignation to the Secretary who shall advise the HGSL Executive at its next meeting.
- B. Any HGSL Executive member who is absent from three (3) consecutive meetings, unless a just cause is given, may be removed from office by resolution passed by at least two-thirds of quorum at an HGSL Executive meeting.
- C. If the HGSL Executive at a meeting shall determine by two-thirds of quorum that any member has discontinued the duties and activities that qualify them for membership, their membership shall be terminated.
- D. A HGSL member may be censured, suspended or expelled for breach of the Constitution or By-Laws of the HGSL or for any act, omission or conduct that the HGSL Executive deems prejudicial to the welfare of the HGSL by a resolution passed by two-thirds of quorum at a meeting.
- E. Replacement of an existing position will be first given to the association where that member came from to fill. If it cannot be filled than, the HGSL Executive shall look to appoint someone

## **Article 9 – Meetings**

- A. Meetings will be held on a monthly basis from September to April and a mid-season review meeting to be held no later than the last week of July.
- B. Any other meetings to be held are at the request of the HGSL and deemed necessary by the Chair.
- C. A Quorum will be a minimum of one (1) representative from each Association.

## **Article 10 – Annual General Meeting**

- A. The Annual General Meeting (AGM) shall be held no later than the month of December.
- B. The HGSL Executive shall schedule the date, time and location of the AGM. Fourteen days' notice shall be given to affiliated area association representatives. All proposed amendments of this constitution must be in the hands of the Secretary seven (7) days prior to the AGM.
- C. No Article of constitution shall be altered, rescinded or added to; except at the AGM, and then only by two-thirds (2/3) majority of the eligible voting members present.
- D. Order of business at the AGM Credentials (establish voting delegates and quorum), Financial review, season review and Correspondence Motions (constitution amendments).

### **Article 11 – Voting Privileges**

- A. The following parties will be entitled to one vote at all HGSL regular meetings: - The two representatives from each of the affiliated Associations.
- B. The following parties will be entitled to one vote at the Annual General Meeting (AGM): - Any two representatives of the affiliated Associations.
- C. An absent voting member may appoint an alternate in writing to vote by proxy. The alternate must be a member of the same Association as the voting member.
- D. Electronic voting (or by teleconference) may be used when deemed necessary by then Chair and shall be placed on the next upcoming agenda.
- E. The Chair shall not vote on any issues, with the exception of voting for new positions on the board, unless there is a tie with the votes and the Chair shall be the deciding vote.

### **Article 12 – Dissolution**

Upon dissolution of the HGSL and after payment of all debts and liabilities of the HGSL, any remaining property of the HGSL shall be disposed of and transferred to the Association members in good standing, provided such are operating on a not for-profit basis and sharing similar objectives as the HGSL.

### **Article 13– By-law Amendments**

- A. By-laws may be amended at any regular monthly executive meeting. Seven days' notice of any such amendments shall be given to the Secretary.
- B. The Secretary shall notify each representative of the proposed amendments prior to the HGSL Executive meeting.