

SOUTHERN DISTRICT BASEBALL CLUB INC – BY-LAWS

JUNE 2016

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1. BY-LAWS

These are the By-Laws of the Southern Districts Baseball Club Inc. an enlargement of the Constitution. The Southern Districts Baseball Club Inc. shall be referred to as the SDBC herein.

2. OPERATION

These By-Laws shall be binding on all members of the SDBC.

3. INTERPRETATIONS

In the construction of these By-Laws except where the context or subject otherwise specifies or requires:

- 1) The singular includes the plural, male includes female, and vice versa.
- 2) "**Finance Director**" means that member of the Board elected at an Annual General Meeting to perform the functions and duties of the Finance Director as they are defined in these By-Laws.
- 3) "**Affiliated Body**" means any other body, which has for its objects the promotion of, interest in, or betterment of baseball and which has been admitted to membership of the SDBC in accordance with these By-Laws.
- 4) "**Baseball Director**" means that member of the Board elected at an Annual General Meeting to perform the functions and duties of the Baseball Director as they are defined in these By-Laws.
- 5) "**Baseball**" means the game as played under the American and National League Rules of baseball as adopted and amended by the Australian Baseball Federation and incorporating any local rules as determined by the South Australian Baseball League Inc.
- 6) "**Board**" means the Board of Directors appointed under these By-Laws.
- 7) "**Club**" means any Club formed and which has been admitted to membership of the League.
- 8) "**Coach**" means any person whether playing or not who directs the play of a team or the training thereof.
- 9) "**Correspondence**" means communication in a form that is acceptable to and easily accessed by all parties to the correspondence and can include both written and electronic (eg facsimile, e-mail etc.) communication.
- 10) "**Council Representative**" means that person appointed by the Onkaparinga Council to be the liaison with the SDBC.
- 11) "**Fully Financial**" means with **no** monies, fines etc. owing to the SDBC.

- 12) "**Chief Executive Officer**" means the person appointed to that position by the Board, who shall be responsible for the administrative affairs of the SDBC and shall assist the Finance Director with the financial affairs of the SDBC.
- 13) "**SDBC By-Laws**" means any By-Laws made by the SDBC pursuant to the powers contained in the Constitution.
- 14) "**Services Director**" means that member of the Board elected at the Annual General Meeting to perform the functions and duties of the Services Director as they are defined in these By-Laws..
- 15) "**Special service to the SDBC**" is to be defined.
- 16) "**Meetings of the SDBC**" includes any General meeting or meeting of any sub-committee and adjournment thereof.
- 17) "**Office Bearers**" means the President and the members of the Board and includes any approved person who may from time to time be acting in place of or discharging the duties of any Office Bearer during his absence.
- 18) "**Official**" means any SDBC Office Bearer, employee, umpire, Life Member, or Club committee or board personnel and includes all Club team personnel such as trainers, executive officers etc.
- 19) "**Player**" means any member of the SDBC, whether registered or not, who in the current series is participating or has participated in any baseball match which is or was arranged by, or is under the control of the SDBC or an affiliated body and includes any player, coach or manager of any team.
- 20) "**Player Life Member**" means any member of the SDBC who has qualified for the award of Player Life Member under these By-Laws.
- 21) "**President/Chairman**" means that member of the Board elected at the Annual General Meeting to perform the functions and duties of the President/Chairman as they are defined in these By-Laws.
- 22) "**Senior Player**" is a player eighteen years of age and over at the 31st of December in the summer season playing.
- 23) "**Team Manager**" means any person appointed by any Club to manage a team or assist the Coach with the management or organisation of a team or its equipment.
- 24) "**The League**" means the South Australian Baseball League Incorporated.
- 25) "**Youth Player**" is a person under eighteen years of age at the 31st of December in the summer season playing.

4. FINANCE

(1 THE SDBC BOARD IS EMPOWERED TO:

Subject to the proviso that commitments in excess of a total of \$5,000 will not be undertaken without prior approval from the members at a General Meeting, the Southern districts Baseball Club Inc. is empowered, through the Board:

- (a) **To acquire**, rent, construct, provide, make, maintain, or improve any such stands, sheds, buildings, fences, playing arenas or other improvements or conveniences as may in the opinion of the SDBC from time to time be considered necessary for the purposes of the SDBC or for the proper conduct and management of the business of the SDBC or for the advancement or attainment of any of its objects.
- (b) **To borrow**, raise money or secure payment of any debt in such manner as the SDBC shall think fit and in particular by the issue of debentures or stock, perpetual or otherwise, charged upon any or all of the assets of the SDBC (both present and future) and to purchase, redeem or pay off any such securities.
- (c) **To draw**, make, accept, endorse, discount, execute, and issue cheques, bills of exchange, promissory notes, bills of lading, warrants, debentures or other negotiable instruments.
- (d) **To exchange** money on deposit, call or other contract with any bank, financial institution or other body.
- (e) **To invest** and deal with moneys of the SDBC in such manner as the SDBC may from time to time determine and to lend money to such persons or clubs and on such terms as may be determined.
- (f) **To lease** or acquire by purchase or otherwise any freehold or leasehold land in South Australia or any other assets whatsoever.
- (g) **To raise** money by, or impose any, subscription fees, levies, fines, percentages or otherwise from the Clubs or affiliated bodies or the players thereof as the SDBC may from time to time determine.
- (h) **To receive** and deal with gate moneys or other income paid in respect of any baseball matches arranged or controlled by the SDBC.
- (i) **To render assistance**, pecuniary or otherwise, to any Club, or other body promoting the interests of any form of sport or to any patriotic and/or charitable institutions or bodies.
- (j) **To sell**, improve, manage, let, mortgage, dispose of or turn to account all or any part of the real and personal property of the SDBC.
- (k) **To subscribe** for, take, acquire, invest in, hold, sell, exchange and deal in shares, stocks, bonds, deposits at call or otherwise, debentures, obligations or securities of any governmental authority or person or Company.

- (l) In the event of the *winding up of the SDBC*, and if the assets are more than sufficient to satisfy the liabilities, the excess property of the SDBC shall be distributed in accordance with the Constitution
- (m) To do all such things and acts as are incidentally necessary or subsidiary to all or any of the above objects.

(2 FINANCE DIRECTOR

- (a) The Finance Director shall be a member of the Board and shall be elected at the Annual General meeting in accordance with the Constitution.
- (b) In conjunction with the Chief Executive Officer he shall:
 - (i) Keep or cause to be kept a true and accurate account of all moneys received and expended by the SDBC, of matters in respect of which such receipts and expenditures take place, and of all assets and liabilities of the SDBC;
 - (ii) Render or cause to be rendered accounts on behalf of the SDBC for all moneys due to the SDBC;
 - (iii) Be responsible for the receipt of all moneys due to the SDBC and shall pay or cause it to be paid to the credit of the SDBC account, at such financial institution as the Board shall determine;
 - (iv) Pay or cause to be paid, all accounts and other disbursements authorised by the Board, provided that all cheques and other negotiable instruments shall be signed by any two of the President, Finance Director or other person(s) nominated for the purpose by the Board;
 - (v) Submit a statement of the financial position of the SDBC in accordance with paragraph 11.1(a) of these By-Laws.
- (c) Chair affiliated committees, such as, but not limited to, fundraising, sponsorship etc., and report thereon to the Board.

(3 AUDITOR

- (a) The Auditor or Auditors of the SDBC shall be appointed at the Annual General Meeting and shall hold office until the next Annual General Meeting provided that any retiring Auditor shall be eligible for re-election. The Board may appoint any person to fill any casual vacancy in the position of Auditor and the person so appointed shall hold the position until the next Annual General Meeting. No auditor's appointment may be terminated unless ratified by a Special General Meeting of the SDBC.
- (b) The Auditor shall be provided with copies of the Annual Financial Statements and all other supporting accounts to be placed before the Annual General Meeting and it shall be his duty to report thereon as to:
 - (i) Whether he has obtained the information and explanations he has required;
and

(ii) Whether, in his opinion, the Annual Financial Statements referred to in the report are properly drawn up and exhibit a true and correct view of the state of the SDBC's financial affairs.

(c) Every Auditor shall have the right of access at all times to all books, accounts, vouchers, and minute books of the SDBC and shall be entitled to require from the President, Finance Director, Chief Executive Officer or other Board Member of the SDBC such information and explanations as he may consider necessary for the purpose of his duties.

(4 REVENUE

(a) The SDBC shall receive:

(i) All moneys paid in consideration of the sponsoring of the SDBC.

(ii) All moneys paid by any person, firm or corporation for associating the SDBC with any publication, goods, service or otherwise.

(iii) All moneys paid to it by way of donations.

(iv) All amounts paid to it by members, players, and others by way of subscriptions, fee, fine, levy, or otherwise.

(v) All moneys received from the operation of the bar, canteen or other food or beverage outlet.

(vi) All fundraising money.

(b) The moneys received by the SDBC shall be applied in the following manner:

(i) In paying the running expenses of the SDBC, which shall include (without limiting the generality thereof), expenses of running matches, League levies, publicity, advertising, salaries, wages, promotion, honoraria, ground hire and any other costs. Running expenses will also include costs associated with receiving income under item (a) (i), (v) and (vi) above.

(ii) In providing grants to other bodies as the SDBC may from time to time determine.

(iii) As an allocation to any Provident, Insurance Fund or Reserve as the Board may determine.

(d) Events arranged under the jurisdiction of the League may be tendered for, in accordance with the guidelines of the Board at the time.

(5 INDEMNITY)

Every Office Bearer, or member of any Committee or other employee, servant or officer of the SDBC shall be indemnified out of the funds of the SDBC against all costs, damages, charges and expenses which such persons may incur or become liable to by reason of any act or thing done to him as an officer or servant of the SDBC in the discharge or in the purported or intended discharge of his duties.

(6 SUBSCRIPTIONS AND FEES)

- (a) The SDBC shall be entitled to collect and receive from players and affiliated bodies such fees, levies and subscriptions as it may from time to time prescribe and in particular as relating to the following:
 - (i) Affiliation fees payable by any body affiliated with or seeking affiliation with the SDBC
 - (ii) Registration, transfer or other fees payable by Clubs for transactions concerning players.
 - (iii) Match or other fees relating to participation of teams or players in matches.
 - (iv) Contributions to any insurance fund required by the League.
 - (v) Disputes and protest fees.
 - (vi) In any other matter that the SDBC may direct.
- (b) The SDBC may prescribe the manner and time in which such fees, levies, etc., shall be paid.
- (c) Such fees, levies, etc., shall be fixed in such manner and at such time as is provided in the Constitution, provided that the SDBC may at any time make any charge or levy for a specific purpose, chargeable in any manner it may deem fit.
- (d) Any player failing to pay any levies, subscriptions, fees or other monies properly payable to the SDBC on or before the date set by the SDBC for payment thereof, shall be deemed to be un-financial and the SDBC may debar the player from taking part in competition matches, including finals, until such time as all outstanding monies are paid. Any un-financial player is not eligible to receive any SDBC trophy or award.

(7 SDBC BUDGET)

- a. The Finance Director in conjunction with the Chief Executive Officer shall prepare an Annual Budget.
- b. The Annual Budget shall contain details of the SDBC's estimated revenue and income from all sources including bar, canteen, subscriptions, and estimated administrative and operational expenditure for the forthcoming financial year.
- c. The Annual Budget shall be approved by the Board prior to release to players and Affiliated Bodies.
- d. The Annual Budget shall be prepared and approved by 31st May each year.

(8 FINANCIAL REPORTS

(a) Annual Financial Statements

- (i) The Chief Executive Officer, in conjunction with the Finance Director, shall prepare Annual Financial Statements at the end of each financial year for inclusion in the SDBC's Annual Report, and for presentation and discussion at the Annual General Meeting.
- (ii) The Annual Financial Statements shall consist of a minimum of a Balance Sheet and a Statement of Income and Expenditure.
- (iii) Explanatory notes will be used to explain any unusual transactions, contingencies, contract obligations and any other item not covered in the statements.
- (iv) The Annual Financial Statements shall show the figures for the current financial year and those of the previous year, and the figures may be rounded to the nearest \$ for ease of presentation.

(b) Monthly Financial Statements

- (i) The Chief Executive Officer, in conjunction with the Finance Director, shall prepare Monthly Financial Statements at the end of each month for presentation to the Board meeting.
- (ii) The Monthly Financial Statements shall consist of a minimum of a balance sheet, updated with current assets and liabilities, and a statement of income and expenditure. The latter shall show, on a year to date basis, the actual receipts and expenses incurred compared with the pro-rata year to date budget figures.
- (iii) Explanatory notes shall be used to explain unusual transactions and major (>10%) variances between the actual results and the budget estimates. Amounts may be rounded to the nearest whole \$.
- (iv) The Monthly Financial Statements shall be approved by the Board, which may take further action or require more information on the monthly figures as part of its ongoing financial management of the SDBC.
- (v) Once approved by the Board, copies of the Monthly Financial Statements may be issued to Affiliated Bodies.
- (vi) Lists of supporting data showing full details of creditors and aged details of debts due shall readily available to the Board on request, but shall not be released to players and Affiliated Bodies unless expressly approved by the Board.

(c) Ad Hoc Event Reports

(i) The Board may direct that separate accounts shall be kept for certain or special events organised by or for the SDBC.

(ii) When such direction is given, a Statement of Revenue and Expenses for the event shall be prepared by the Chief Executive Officer in conjunction with the Finance Director and the event manager, and submitted to the Board within one month of completion of the event.

The statement shall list details of all receipts and payments and show the net profit/loss for the event.

5. **MEMBERSHIP**

The SDBC shall consist of:

1. The Office Bearers.
2. Baseball SA registered members
3. Senior Player
4. Youth Player
5. Life Member
6. Player Life Member
7. Social Member
8. The following *Affiliated Bodies*:
 - a) The Southern Districts Winter Baseball Association;
 - b) The Southern Districts Saints Softball Club
 - c) Other bodies from time to time approved by the Board to be affiliated with the SDBC

6. **NEW AFFILIATE**

Any new Club or group seeking affiliation with the SDBC shall make written application to the SDBC, signed by the Secretary and Chairman, and include the following information:

- (a) Name and objects of Club or group;
- (b) Uniform design and colours, if any;
- (c) Ground requirements;
- (d) Name and full address of all Club Officials;
- (e) The number of players/members available to the Club.

A copy of the Rules of the Club and a Business Plan shall accompany each application.

Upon receipt of the above, the Board shall, within thirty days, meet with the Club or group Officials in order to establish whether the new Club or group will be able to meet its commitments regarding finance etc.:

Upon being satisfied that the applicant satisfies the requirements, the Board shall approve the application.

7. LIFE MEMBERSHIP

- (1) The SDBC shall have the power to elect Life Members, such membership to be awarded to those who have satisfied the eligibility criteria, as prescribed below.
- (2) Life Membership may be awarded posthumously.
- (3) One Life Member annually may be elected by special resolution at the Annual General Meeting on the recommendation of the Board. Any interested party may make nominations to the Board, in writing, for Life Membership, outlining details supporting the nomination.
- (4) Each Life Member shall be entitled to:
 - (a) Notice of the Annual General Meeting or any Special General Meetings and be entitled to one vote thereat.
 - (b) A Life Member's badge and acknowledgement on the SDBC Honour Board.
 - (c) Exempt from all 'club imposed' membership or player fees.
- (5) Life Membership Eligibility Criteria.
 - (a) Life Membership may be awarded to any person accumulating seventy (70) points as allocated from the following points listing, providing that a maximum of seven (7) points may be obtained in any one year.

Points Allocation:

Board of Directors

President	7
Finance Director	5
Services Director	5
Baseball Director	5
Chief Executive Officer	5
Minute Secretary	4

Club Coordinators

Junior Coordinator	4
Grounds Coordinator	4
Fundraising Coordinator	4
Equipment Coordinator	4
Sponsorship Coordinator	4
Managers Coordinator	4

Div 1 Coach	5
Club Coach	5
Team Coach	3
Team Manager	2
Team Scorer	2
Committee Member	2
Player Records Manager	2

Any Player achieving 500 games (Player Life Membership) will be credited with 20 points

- (b) Life Membership may be awarded to any person who has given a total of Thirty (30) years' service (not necessarily continuously) in any of the positions within the eligibility criteria, without gaining the required seventy (70) points.
 - (a) A running spreadsheet shall be maintained by the Club and updated each year to record each person's accumulated points.
 - (b) In addition, and notwithstanding the above, the Board shall have the authority to recommend the awarding of Life Membership to a person who has given outstanding service to the SDBC and whose personal circumstances (e.g. illness, relocation etc.) prevent that person from achieving (a) or (b) above.

8. THE BOARD

- (1) The Board shall consist of the President and four Members, together with a Council representative, and shall have the authority to interpret any matter as it deems fit, and the authority to fine any person, team or Affiliate, as it deems fit.
- (2) The powers of the SDBC shall be vested in the Board which shall have authority to carry out all the objects of the SDBC which are not otherwise herein required to be exercised by the SDBC in General Meeting and in particular to:
 - (a) direct the policy of the SDBC in matters affecting the control and management of baseball;
 - (b) establish any fund to achieve any of the objects of the SDBC;
 - (c) make any order on a player, Affiliated Body or member not working in conformity-with these By-Laws, made hereunder;
 - (d) administer the finances of the SDBC;
 - (e) hear and determine any appeal from any player or member or from any Affiliated Body or member thereof;
 - (f) to make any order for suspension or impose any fine, on any player, team, member or section of members of any Affiliated Body, for any wrongful act or misdemeanour as may be provided in these Rules and the By-Laws made hereunder, or if not so provided, as it may deem fit;
 - (g) determine any matter referred to it by any player or Affiliated Body;
 - (h) settle any disputes between players, teams and members as may be submitted to Board;
 - (i) deal with, settle or determine any matters that may arise and are not specifically provided for or covered, dealt with or referred to in these By-Laws;

- (j) delegate any of its powers to any properly constituted Committee or Committees consisting of one or more persons;
 - (k) fill any casual vacancy in any Office of the SDBC;
 - (l) appoint a Minute Secretary to the Board, Assistants to any Office Bearer, or create and fill any such other positions that it deems to be warranted at any time;
 - (m) divide the teams of the SDBC into such divisions, or grades as may be considered necessary or delegate these duties to a committee or nominee;
 - (n) engage and dismiss full or part-time employees of the SDBC and fix the salary and other conditions of hire of any such employee;
 - (o) arrange interstate and intrastate baseball matches and select the teams and other personnel to be engaged therein; and
 - (p) provide Junior SDBC players who are selected to represent the state, under all aspects of the Baseball SA umbrella, the sum of \$200.00 for each selection, to assist with expenses involved.
 - (q) exercise any other power or authority vested in it by these By-Laws.
- (3) Not later than the 31st day of May in each year, the Board shall fix the amount of any subscriptions, fees, levies, or other accounts to be paid by each player, team or Affiliated Body and shall determine by what method such amounts shall be paid. If this is not done the subscription, fee, or levy from the previous season shall be taken as the figure.

9. BOARD MEETINGS

- (1) At the first meeting of the Board after the AGM the Board will elect a Vice President from amongst its board members.
- (2) The Board shall meet at least once in each quarter on such day and at such time as may be determined by the Board and such other times as may be required by the President or any other two of its members.
- (3) The Board shall cause minutes to be kept of its meetings, and a copy of such minutes shall be placed on the SDBC Notice Board.
- (4) Each member of the Board shall be entitled to one vote at its meetings and, in the case of an equality of votes, the Chairman shall be entitled to a second or casting vote.
- (5) Four members shall constitute a quorum of the Board.
- (6) The President, or in his absence the Vice President, shall chair the meetings of the Board. If neither the President nor the Vice President is present at any meeting of the Board, the Board shall, at the commencement of the meeting, appoint one of its number as Chairman of that meeting.

- (7) The Board, shall submit to the players and Affiliated Associations a budget of its estimated income and expenditure for the coming season for approval at the Annual General Meeting.
- (8) The Board shall, at its first meeting after the Annual General Meeting in each year, appoint any Committee for which these By-Laws provide (all of which committees are hereinafter called "special committees"). In addition thereto, the Board may from time to time and at any time delegate any of its functions to or seek advice from such additional committee or committees as it considers necessary for the efficient conduct of the business of the SDBC.
- (9) Subject to the provisions of these By-Laws relating to any of the committees (whether special or otherwise), membership may consist of one or more persons, none of whom shall necessarily be required to be a member of the Board or to be affiliated or associated with any Affiliated Body.
- (10) Subject to the provisions of these By-Laws relating to committees, the Board may disband any committee (other than a "special committee") appointed by it as aforesaid and may in its discretion, add any person to or remove any person from any committee including a "special committee".
- (11) Notwithstanding anything to the contrary herein or in the By-Laws contained, each committee (whether a "special committee" or not) shall be responsible to the Board and its decisions shall be subject to review by the Board.

10. BOARD OF DIRECTORS DUTIES

Duties of President

- a. The President/Chairman shall be the senior officer of the SDBC, which will look to him for guidance and advice in the furtherance of its objectives.
- b. The President shall be the spokesperson for the SDBC in all matters where a statement is to be given to the League, Press or the Public, unless he delegates such role.
- c. The President shall perform the duties of Chairman at all Annual General Meetings, Special general Meetings, Board Meetings and such other committees to which he is appointed.
- d. The President shall provide assistance and guidance to all Board members in the performance of their duties.
- e. The Chairman shall ensure that all meetings are conducted in accordance with the By-Laws and shall have a deliberative vote, as well as a casting vote when required.
- f. The President, along with the Vice President and the Chief Executive Officer shall be the authority on the interpretation of the Constitution and By-Laws of the SDBC.

Duties of Vice President

- a. The Vice President shall deputise for the Chairman, in his absence from any meeting of the SDBC over which the Chairman would normally preside. In such cases the Vice President assumes the same voting rights as the President.
- b. The Vice President, along with the President and the Chief Executive Officer shall be the authority on the interpretation of the Constitution and By-Laws of the SDBC.
- c. The Vice President shall be a member of the Emergency Committee of the SDBC.

Duties of Chief Executive Officer

- a. The Chief Executive Officer shall convene and attend all Board Meetings as well as all Annual and Special General Meetings of the SDBC.
- b. The Chief Executive Officer shall perform all clerical duties of the SDBC, including maintaining a record of the names and addresses of all members.
- c. The Chief Executive Officer shall exercise control over the operations of the bar and canteen, including but not limited to, ordering, asset control, banking and record keeping, but may delegate some or all of these duties where appropriate.
- d. The Chief Executive Officer shall receive moneys on behalf of the SDBC, issue receipts for amounts so received and hand over such amounts to the Finance Director.
- e. The Chief Executive Officer, along with the President and the Vice President shall be the authority on the interpretation of the Constitution and By-Laws of the SDBC.
- f. The Chief Executive Officer shall be a member of the Emergency Committee of the SDBC.
- g. The Chief Executive Officer may be a paid position as determined by the SDBC Board.

Duties of Finance Director

- a. The Finance Director shall attend all Board Meetings as well as all Annual and Special General Meetings of the SDBC.
- b. Undertake the duties as set out in By-Law 4 (2 under Finance Director above).

Duties of Baseball Director

- a. The Baseball Director shall attend all Board Meetings as well as all Annual and Special General Meetings of the SDBC.
- b. The Baseball Director shall be responsible for all matters relating to the programming, organising, selection and supervision of baseball on behalf of the Board.
- c. The Baseball Director shall chair the selection committee and the coaching selection panel in accordance with the By-Laws.
- d. The Baseball Director shall liaise with the Equipment Officer in the preparation of an equipment budget for the Board and in ensuring that there are appropriate controls in place over all equipment.
- e. The Baseball Director shall be the SDBC delegate to the Operations Committee of the League, and shall be the focal point for liaison between the SDBC and the League.
- f. The Baseball Director shall be a member of the Board of the SDBC.

Duties of Services Director

- a. The Services Director shall attend all Board Meetings as well as all Annual and Special General Meetings of the SDBC.
- b. The Services Director shall liaise with the Chief Executive Officer and the Baseball Director and shall be responsible for all matters regarding the buildings, grounds and the use thereof.
- c. The Services Director shall act as the Board liaison for the Affiliated Bodies, and where appropriate shall bring their concerns to the Board.
- d. The Services Director shall liaise with the local Council on behalf of the Board.
- e. The Services Director shall be a member of the Board of the SDBC.

11. EMERGENCY COMMITTEE

- a. The SDBC shall appoint an Emergency Committee, which shall consist of the President, Vice President, Chief Executive Officer and the Finance Director.
- b. The Emergency Committee shall have the same power as the Board to deal with any matter of an urgent nature, where it is not considered to be practical to call a full Board meeting.
- c. The Emergency Committee shall be empowered to spend amounts of money up to two hundred dollars (\$200) at a time between meetings of the Board.

- d. The decisions and expenditure of the Emergency Committee must be ratified at the next Board meeting.

12. SELECTION COMMITTEE

- a. The SDBC shall appoint a Selection Committee that shall have the responsibility of placing all available players in the appropriate team for the ensuing round of matches.
- b. The Selection Committee shall be chaired by the Baseball Director and shall consist of team coaches (or their proxy) and such other person as recommended by the SDBC coach and approved by the Board.

13. PUBLIC OFFICER

The Board shall appoint a Public Officer for the SDBC at the first meeting after the Annual General Meeting.

14. PATRON

The SDBC shall appoint a suitable person to be the Patron at the Annual general Meeting.

15. COACHING POSITIONS

- (a) The Board shall call for applications in writing for team coaching positions, which shall be for a term of one year unless specified otherwise.
- (b) The Baseball Director shall chair a sub-committee, approved by the Board, which shall be responsible to review all applications, interview applicants where relevant, seek additional applications if required and make recommendations of appointment to the Board. The sub-committee will also have the authority to seek Police Clearances where appropriate, particularly in respect to Youth Coaches.
- (c) The Baseball Director, together with the Chief Executive Officer, shall provide feedback to all applicants.

16. CONDUCT

- (1) No player, member, spectator, Office Bearer or servant of the SDBC shall, during the progress of a game or within a ground under the control of the SDBC, or at or near any official meeting of the SDBC or of its Committees:
 - (a) Use abusive, threatening or insulting language to or interfere with or assault any Office Bearer, member, umpire, other official or servant of the SDBC, or a playing member.
 - (b) Be guilty of any other conduct which is detrimental to the best interests of the game of baseball. This includes being ejected from a game of baseball or being reported by a League Official.

- (c) Refuse or neglect to observe or comply with the By-Laws of the SDBC, in particular those By-Laws 21, 22 & 23 dealing with codes of conduct.
 - (d) Consume alcohol, “dip”, smoke or chew tobacco before, during or after game completion whilst in the vicinity of the playing diamonds, particularly in the presence of Youth Players.
- (2) A charge against any person offending under the provisions of Clause (1) of this By-Law may be laid by a SDBC member, Umpire, Board member, or servant.
 - (3) Such charge shall be in writing, which shall set out the matter or matters complained of, and the name of the alleged offender.
 - (4) Such charges shall be lodged with the Chief Executive Officer of the SDBC within 2 working days after the event in which the incident occurred.
 - (5) If the Chief Executive Officer determines that further action relating to the charge is necessary, he shall give to the person against whom a charge has been made, 3 clear days written notice of such charge, and shall set out the time and place appointed for any hearing.

Such notice may be served personally or may be enclosed in an envelope addressed to the person charged, and posted through the post as a registered letter. When such advice is being conveyed by registered post, the 3 clear days will commence from the time at which Australia Post would, in the normal course of business, be expected to make delivery.
 - (6) Any charge under this By-Law shall be heard and determined by the Board, or by the Executive Committee, and such hearing and determination shall be valid notwithstanding the non-attendance of any party upon whom notice has been served.
 - (7) Where a charge under this By-Law has been found to be proved, the authority hearing the charge may inflict such punishment either by way of censure, fine suspension or disqualification as it deems fit.
 - (8) Every member of a SDBC team, whether interstate, intrastate or overseas, and all Club officials and registered players accompanying or travelling with such team, shall be bound by and fully observe the conditions set by the SDBC and these rules.
 - (9) It shall be the duty of the Executive Officer of any team, in (8) above, to lay a charge against any playing member of the team and against any registered player or SDBC official travelling with the team of having been guilty of a breach of conduct. Any such charge may also be laid by any Office-Bearer of the SDBC, Board member or delegate.
 - (10) The adjudication of the Board or Executive Committee shall be final and binding upon and observed by all parties to such matter

17. GRIEVANCES

- a. Any member of the SDBC who has a grievance regarding selection, disciplinary action, action taken by an Office Bearer etc. shall make such complaint in writing to the Chief Executive Officer.

- b. The written complaint shall contain sufficient detail of the circumstances of the grievance to enable the Chief Executive Officer to decide whether the matter shall be considered by the Board or by the Emergency Committee.
- c. Once a decision on the grievance has been reached, it shall be conveyed in writing to the applicant within 48 hours.
- d. If the decision includes the expulsion or disqualification of a playing member, then the player has the right to appeal against his expulsion in accordance with By-Law 50 of the League.

18. CLEARANCE FROM THE SDBC

- a. All requests for clearance from the SDBC shall be reviewed by the Chief Executive Officer and the Baseball Director to decide whether the matter shall be considered by the Board or by the Emergency Committee. In making such decision, time will be a significant factor.
- b. In making a decision on the clearance request, the financial status of the player concerned shall be considered, and where a player is not financial, his clearance shall be refused.
- c. A player who has lodged a clearance request and who possesses or possessed property of the SDBC, including such things as equipment, uniform etc., shall have the request refused until the property is returned or satisfactory arrangements are made with the Baseball Director and the Equipment Officer.

19. PLAYER LIFE MEMBERSHIP

Player Life Membership shall be awarded to any player who achieves 500 games playing for SDBC and serves 12 years at senior level.

The PLM shall pay 50% of any club imposed playing fees and will be deemed a fully paid up member of SDBC. (as proposed and passed AGM 16th June 2003)

20. HALL OF FAME

- 1. The Southern Districts Baseball Club (SDBC) wishes to recognise those life members who have continued to distinguish themselves by providing outstanding contributions over and above the usual to baseball at the SDBC, on or off the field, such that the member could rightly be termed a legend of the Club. To achieve this objective, the SDBC has established a Hall of Fame. To be inducted into the Hall of Fame is a highly prestigious honour.
- 2. Nominations for membership of the Hall of Fame shall be referred by the Board to the Heritage Committee, which shall review the nominations against the criteria and make a recommendation to the Board.
- 3. In the inaugural year, initial appointments to the Hall of Fame, shall be made on the recommendation of the Board of the SDBC.
- 4. Nomination shall be made to the Board of the SDBC in writing clearly stating how the nominee meets the status required to be a member of the Hall of Fame.

5. Nominees shall be endorsed by special resolution at the Annual General Meeting on the recommendation of the Board.
6. Criteria for nomination to the Hall of Fame shall include:
 - a. The nominee must have achieved Life Member of the SDBC;
 - b. Subsequent to the Life Membership, the nominee must have continued to provide a sustained contribution to the game of baseball at the SDBC on or off the field for a period of at least 10 years. Sustained contribution shall not be achieved merely by playing baseball for the SDBC;
 - c. The nominee must be financial;
 - d. The nominee must not have been found guilty of a criminal offence;
 - e. The nominee must not have been found guilty (by the SDBC or other body) of actions or conduct which has brought them self or the SDBC into disrepute;
7. Hall of Fame Membership may be awarded posthumously.

21. HERITAGE COMMITTEE

1. The Board shall appoint a Heritage Committee which shall have the following roles:
 - a. Collect, maintain and, where possible, display memorabilia of Southern Districts Baseball Club (SDBC) history, both in recording and of a material nature (of uniforms, scorebooks, minutes etc).
 - b. Review nominations for the Hall of Fame referred by the Board using the criteria set out below, and make recommendations on those nominations to the Board.
2. The Heritage Committee shall consist of up to 6 members including one nominee from the Board, and ideally at least one Life Member. Expressions of interest for membership of the committee shall be sought and approved at the Annual General Meeting. The Board shall appoint the chairperson of the committee.
3. Nominees for the Hall of Fame shall be considered by the committee using the following criteria:
 - a. Must meet the criteria prescribed in the Hall of Fame By-Law;
 - b. Awards or trophies achieved by the nominee as a member of the SDBC, such as, but not limited to, SDBC Best Team Man, SDBC Best club Person, Baseball SA Capps Medal, Australia Day honours etc. etc. shall be taken into consideration.

22. PLAYER CODE OF CONDUCT

JUNIOR PLAYER

- (a) The SDBC Board shall ensure that a copy of the Junior Player code of conduct, as prescribed hereunder, shall be signed by, and a copy provided to all Junior Players at the time of registration. A copy will also be maintained by the SDBC.
- (b) Players have a role to play in ensuring the game is played in a competitive and fair manner and is free from physical and verbal bullying and abuse. All participants of our game have a responsibility to promote respect and good behaviour. As players, you must demonstrate the behaviour expected of your Coach, Club, Supporters and Baseball SA. It is essential that YOU play your part and abide by the Players Code of Conduct at all times.
- (c) The PLAYER shall:
 - 1) Abide by the Constitution (Rules & Regulations) and the Competition Rules of the Club and Baseball SA.
 - 2) Ensure that their registration to Baseball SA is current and honour any financial responsibilities to the Club.
 - 3) Play by the rules.
 - 4) Never argue with an official. - if you need clarification, have your captain, coach or manager approach the official during a break or after the competition).
 - 5) Work equally hard for yourself and your team - your team's performance will benefit - so will you.
 - 6) Be a good sport - applaud all good plays whether they are made by your team or the opposition.
 - 7) Show respect to and acknowledge opponents and officials - (e.g. shake hands before and after the game and say things like 'good luck', 'thanks for the game', 'thanks ref', 'three cheers for ...').
 - 8) Cooperate with your coach, team mates and opponents - without them there would be no competition.
 - 9) Participate for your own enjoyment and benefit - not just to please parents and coaches.
 - 10) Play fair - no verbal abuse of officials, sledging other players (including vilification) or deliberately distracting or provoking an opponent.
 - 11) Respect the rights, dignity and worth of all participants - regardless of their gender, ability, cultural background or religion.
 - 12) Do not expect or accept "special" favours from a coach or person involved in team or club management.
 - 13) Speak to an adult you trust if you have an issue, feel unsafe or are concerned about someone else.
 - 14) Contribute to providing a safe environment while training and in competition by ensuring that equipment and facilities are used respectfully.
 - 15) Make no detrimental statements in public (internet, social media, print, radio) in respect of the performance of any match officials, or any policy decisions of the Club.
 - 16) Understand that you have a responsibility to abide by this Code and that the following sanctions may be imposed if you do not do so.
 - i. Be required to apologise to the person or people who may have been offended.
 - ii. Be required to attend a meeting with the SDBC's officials.
 - iii. Be counselled, suspended or dismissed by the SDBC.

- iv. Attend a Disciplinary or Tribunal Hearing as prescribed by the By-Laws and receive sanctions imposed by the SDBC and/or Baseball SA in accordance with the competition rules and regulations.

SENIOR PLAYER

- (a) The SDBC Board shall ensure that a copy of the Senior Player code of conduct, as prescribed hereunder, shall be signed by, and a copy provided to all Senior Players at the time of registration. A copy will also be maintained by the SDBC.
- (b) Players have a role to play in ensuring the game is played in a competitive and fair manner and is free from physical and verbal bullying and abuse. All participants of our game have a responsibility to promote respect and good behaviour. As players, you must demonstrate the behaviour expected of your Coach, Club, Supporters and Baseball SA. It is essential that YOU play your part and abide by the Players Code of Conduct at all times.
- (c) The PLAYER shall:
 - 1) Abide by the Constitution (Rules & Regulations) and the Competition Rules of the Club and Baseball SA.
 - 2) Ensure that their registration to Baseball SA is current and honour any financial responsibilities to the Club.
 - 3) Not be adversely affected by alcohol or drugs while representing the Club at activities, competitions or functions. The Player should observe Local, State, Baseball SA and Federal laws in relation to using, possessing, giving or selling of alcohol or illicit drugs. All members and officials of the Club share responsibility for protecting the competitive environment by exemplifying high standards of professional and personal conduct.
 - 4) Accept the decisions of umpires and act respectfully towards all match officials at all times.
 - 5) Ensure that all players are involved in a positive environment.
 - 6) Respect the rights, dignity and worth of all players and club officials at all times.
 - 7) Respect player's individuality and help them reach their own full potential.
 - 8) Be fair, considerate and honest with all players.
 - 9) Be professional and accept responsibility for your actions, and encourage fellow players to demonstrate the same qualities. Play fair - no verbal abuse of officials, sledging other players (including vilification) or deliberately distracting or provoking an opponent.
 - 10) Refrain from any form of personal abuse towards any person.
 - 11) Refrain from any form of harassments towards any person.
 - 12) Avoid any physical contact with other players. Should contact be required, you will ensure it is appropriate to the situation.
 - 13) Contribute to providing a safe environment while training and in competition by ensuring that equipment and facilities are used respectfully.
 - 14) Make no detrimental statements in public (internet, social media, print, radio) in respect of the performance of any match officials, or any policy decisions of the Club.
 - 15) Understand that you have a responsibility to abide by this Code and that the following sanctions may be imposed if you do not do so.
 - v. Be required to apologise to the person or people who may have been offended.
 - vi. Be required to attend a meeting with the SDBC's officials.
 - vii. Be counselled, suspended or dismissed by the SDBC.

- viii. Attend a Disciplinary or Tribunal Hearing as prescribed by the By-Laws and receive sanctions imposed by the SDBC and/or Baseball SA in accordance with the competition rules and regulations.

23. COACHES CODE OF CONDUCT

JUNIOR COACH

- (a) The SDBC Board shall ensure that a copy of the Junior Coach code of conduct, as prescribed hereunder, shall be signed by, and a copy provided to all Junior Coaches and the Assistant Coaches at the time of registration. A copy will also be maintained by the SDBC.
- (b) Coaches have a role to play in ensuring the game is played in a competitive and fair manner and free from physical and verbal bullying and abuse. All participants in our game have a responsibility to promote respect and good behaviour. As leaders and role models, coaches must demonstrate the behaviour that they expect their players and spectators to follow. Therefore it is essential that YOU play your part and abide by the Coaches Code of Conduct at all times.
- (c) THE COACH shall:
 - 1) Abide by the Constitution (Rules & Regulations) and the Competition Rules of the Club and Baseball SA.
 - 2) Ensure that their registration to Baseball SA is current and honour any financial responsibilities to the Club.
 - 3) Play by the rules.
 - 4) Never argue with an official. - if you need clarification, have your captain, coach or manager approach the official during a break or after the competition).
 - 5) Work equally hard for yourself and your team - your team's performance will benefit - so will you.
 - 6) Be a good sport - applaud all good plays whether they are made by your team or the opposition.
 - 7) Show respect to and acknowledge opponents and officials - (e.g. shake hands before and after the game and say things like 'good luck', 'thanks for the game', 'thanks ref', 'three cheers for ...').
 - 8) Cooperate with your coach, team mates and opponents - without them there would be no competition.
 - 9) Participate for your own enjoyment and benefit - not just to please parents and coaches.
 - 10) Play fair - no verbal abuse of officials, sledging other players (including vilification) or deliberately distracting or provoking an opponent.
 - 11) Respect the rights, dignity and worth of all participants - regardless of their gender, ability, cultural background or religion.
 - 12) Do not expect or accept "special" favours from a coach or person involved in team or club management.
 - 13) Speak to an adult you trust if you have an issue, feel unsafe or are concerned about someone else.
 - 14) Contribute to providing a safe environment while training and in competition by ensuring that equipment and facilities are used respectfully.
 - 15) Make no detrimental statements in public (internet, social media, print, radio) in respect of the performance of any match officials, or any policy decisions of the Club.

- 16) Understand that you have a responsibility to abide by this Code and that the following sanctions may be imposed if you do not do so.
- ix. Be required to apologise to the person or people who may have been offended.
 - x. Be required to attend a meeting with the SDBC's officials.
 - xi. Be counselled, suspended or dismissed by the SDBC.
 - xii. Attend a Disciplinary or Tribunal Hearing as prescribed by the By-Laws and receive sanctions imposed by the SDBC and/or Baseball SA in accordance with the competition rules and regulations.

SENIOR COACH

- (a) The SDBC Board shall ensure that a copy of the Junior Coach code of conduct, as prescribed hereunder, shall be signed by, and a copy provided to all Junior Coaches and the Assistant Coaches at the time of registration. A copy will also be maintained by the SDBC.
- (b) Coaches have a role to play in ensuring the game is played in a competitive and fair manner and free from physical and verbal bullying and abuse. All participants in our game have a responsibility to promote respect and good behaviour. As leaders and role models, coaches must demonstrate the behaviour that they expect their players and spectators to follow. Therefore, it is essential that YOU play your part and abide by the Coaches Code of Conduct at all times.
- (c) THE COACH shall:
 - 1) Abide by the Constitution, By-Laws and playing rules of the SDBC and Baseball SA.
 - 2) Keep up to date with the qualifications and practices needed to carry out the role of Coach.
 - 3) Not be adversely affected by alcohol or drugs while representing the Club at activities, competitions or functions. The Coach should observe Local, State, Baseball SA and Federal laws in relation to using, possessing, giving or selling of alcohol or illicit drugs. All members and officials of the Club share responsibility for protecting the competitive environment by exemplifying high standards of professional and personal conduct.
 - 4) Accept the decisions of umpires and act respectfully towards all match officials at all times.
 - 5) Ensure that the players are involved in a positive environment.
 - 6) Respect the rights, dignity and worth of all players and club officials at all times.
 - 7) Respect player's individuality and help them reach their own full potential.
 - 8) Be fair, considerate and honest with all players.
 - 9) Be professional and accept responsibility for your actions, and encourage players to demonstrate the same qualities.
 - 10) Ensure that all players are made aware of their responsibilities under the Players Code of Conduct and take all reasonable steps to ensure that players adhere to it.
 - 11) Refrain from any form of personal abuse towards any person.
 - 12) Refrain from any form of harassments towards any person.
 - 13) Avoid any physical contact with other players. Should contact be required, you will ensure it is appropriate to the situation.
 - 14) Provide a safe environment for training and competition by ensuring that equipment and facilities meet safety standards and are used respectfully.
 - 15) Make no detrimental statements in public (internet, social media, print, radio) in respect of the performance of any match officials, or any policy decisions of the Club.

- 16) Understand that you have a responsibility to abide by this Code and that the following sanctions may be imposed if you do not do so.
- xiii. Be required to apologise to the person or people who may have been offended.
 - xiv. Be required to attend a meeting with the SDBC's officials.
 - xv. Be counselled, suspended or dismissed by the SDBC.
 - xvi. Attend a Disciplinary or Tribunal Hearing as prescribed by the By-Laws and receive sanctions imposed by the SDBC and/or Baseball SA in accordance with the competition rules and regulations.

24. SPECTATOR and PARENT/CARE GIVER CODE of CONDUCT

- (1) The SDBC Board shall ensure that a copy of the Spectator and Parent/Care Giver code of conduct, as prescribed hereunder, shall be signed by, and a copy provided to, all parents/care givers at the time of player registration. A copy will also be maintained by the SDBC.
- (2) Further, the SDBC Board shall ensure that a copy of the Spectator and Parent/Care Giver code of conduct is displayed in a prominent location both within and without the SDBC clubrooms.
- (3) Code of Conduct:
 - a. All participants of our game have a responsibility to promote respect and good behaviour.
 - b. Spectators must demonstrate the behaviour that they expect their coaches and players to follow. Therefore, it is essential that YOU play your part and abide by this Code of Conduct at all times.

The SPECTATOR shall:

- 1. Abide by the Constitution and By-Laws of the SDBC and Baseball SA.
- 2. Not be adversely affected by alcohol or drugs while representing the Club at activities, competitions or functions. The Spectator should observe Local, State, Baseball SA and Federal laws in relation to using, possessing, giving or selling of alcohol or illicit drugs. All members and officials of the Club share responsibility for protecting the competitive environment by exemplifying high standards of professional and personal conduct.
- 3. Remember that children participate in sport for their enjoyment - not yours.
- 4. Encourage children to play according to the rules -settle disagreements without resorting to hostility or violence.
- 5. Never ridicule or yell at a child - for making a mistake or not winning.
- 6. Respect the officials' decisions - encourage children to do likewise.
- 7. Show appreciation for coaches, officials and administrators - remember they are usually volunteers.
- 8. Applaud good performance and efforts - from all individuals and teams.
- 9. Congratulate all participants - regardless of the game's outcome.
- 10. Condemn the use of violence, verbal abuse or vilification in any form – regardless of whether it is by spectators, coaches, officials or players.
- 11. Support all policies and practices (lead by example). - This includes responsible alcohol and drug use and support of child safe strategies.
- 12. Support involvement in modified rules games and other junior development programs.
- 13. Respect the rights, dignity and worth of every person - regardless of their gender, ability, cultural background or religion.

14. Ensure you are aware of and follow the correct processes if you have an issue or complaint – do not perpetuate issues with gossip or general criticism.
15. Make no detrimental statements in public (internet, social media, print, radio) in respect of the performance of any match officials, or any policy decisions of the Club.
16. Understand that you have a responsibility to abide by this Code and that the following sanctions may be imposed if you do not do so:
 - i. Be required to apologise to the person or people who may have been offended.
 - ii. Be required to attend a meeting with the Club's officials.
 - iii. Be counselled, suspended or dismissed by the Club.
 - iv. Attend a Disciplinary or Tribunal Hearing as prescribed the By-Laws and receive sanctions imposed by the SDBC and/or Baseball SA in accordance with the competition rules and regulations.

25. SOCIAL MEDIA POLICY

Preamble:

Social media platforms of all available kinds are embraced by the Southern Districts Baseball Club (SDBC). This policy affects all SDBC teams, brands, players, officials, coaches' parents and family members of players. SDBC considers any breach of the policy will be dealt with in the harshest manner; some offences may be referred to the SDBC Tribunal and may lead to fines, suspensions and or bans. SDBC acknowledges social media in all forms are powerful tools and should be used for source of communications only.

All forms of social media used for team's group platforms must be endorsed by the SDBC. SDBC CEO and or Director of Baseball Operations must be made a member of the group.

Policy:

Comments, notes and photos posted on social media sites such as Facebook, Twitter and on-line forums are usually constructive and positive. But negative comments and images, bullying, criticism and sexist remarks can be dangerous and harmful to people's wellbeing and reputation and the image of the sport. SDBC recognises the use of social mediums and has established the following policies.

1. Invitations to online group pages to be kept to players, and their immediate families only.
2. All communications from team's staff must be conveyed by the executive officer (team manager) only.
3. NO team line up, listing of positional players are permitted on any social mediums for any team/s
4. Do not use social media to be critical of teammates, coaches, officials, administrators, volunteers, spectators or opponents. Any comment you make on social media sites has the potential to be seen by millions of people. That is great if comments are positive. But it can be extremely negative and harmful if critical of people. Before you post a comment on social media ask yourself this: Would I want millions of people to read something negative about me?
5. Always assume the person you are talking / writing about will see what has been said / written.
Just because an online chat is between two people does not mean it remains private and nobody else can see it. Social media is accessible to everyone. Even if the

person you are discussing does not see it, somebody else may. The result is you rather than the person you are ridiculing will be seen in a negative light.

6. Use social media as a positive outlet to promote players, teammates, teams, clubs and others involved in baseball. Posting results and acknowledging individual and team performances on social media makes many people aware of team and individual achievements. That can have a positive effect for many people and should be used, encouraged and embraced wherever and whenever possible.
7. Remember to show respect. When using social media, show the same respect and regard for people that you would show and are expected to show when playing, officiating or attending a baseball game.
8. When in doubt leave it out. SDBC suggest, if you are unsure if what you are posting on social media is appropriate then it is best not to post it.
9. Do not tolerate or condone poor social media behaviour or actions.
If you are aware of or observe poor social media behaviour or actions, do not accept it. There is no place for it in baseball and it will not be condoned. You should remind people of their responsibilities when using social media and warn that action can be taken against them. In the instance of minors breaching the code of conduct, alert their parents to the situation. If you believe the breach is serious, report it to team, or club officials.
10. Be aware that your actions on social media may have serious consequences. Negative comments and images, bullying, criticism and sexist remarks do not only impact negatively on the people they are about. If you are found to have acted improperly on social media regarding a baseball related matter, you are liable to disciplinary proceedings and may be required to face a tribunal hearing to explain your actions. A suspension from baseball could be imposed.
11. SDBC considers social media to be ours and your personal brand.
Your Internet presence fuels any perception of your personal brand - whether you like it or not. Does your social media identity match your real identity? Be mindful of the content of photos, status updates, Tweets. Are they truly reflective of who you are and how you want people to see you?
This SDBC Social Media Policy is to ensure that all mediums are used for what they are intended for, a form of communicating. This policy is not limited to the said media platforms mentioned within, but encumbers ALL online social mediums in all formats.

26. TRIBUNAL

1. The Board of the Southern Districts Baseball Club (hereinafter referred to as SDBC) shall, at its first meeting after the Annual General Meeting in each year, appoint the members of the SDBC Tribunal. The Tribunal shall consist of a minimum of three persons and a maximum of six persons, one of whom shall be selected as Chairperson by the Board.
2. The purpose of the Tribunal shall be to hear and determine such matters as are referred to it in accordance with these Bylaws, and the By-Laws of Baseball SA.
3. Three members shall form a quorum.
4. The Board of the SDBC may, from time to time, appoint any one or more proxy members who may perform the functions and exercise the powers of any or more

members who may be unable to attend, or elect not to attend, the hearing of any charge.

5. It should be noted that this is not intended to override the procedures contained in By-Law 45 of the Baseball SA By-Laws, but rather as an internal SDBC supplement to those By-Laws.
6. Matters referred to the SDBC Tribunal may include, among other things, reference from the Board for breach of SDBC policies or By-Laws, those arising from umpire ejections from games or others as prescribed in 7.
7. Any member of the Board, club official of the SDBC or player or member, or umpire (including club umpire) who wishes to make a complaint to the SDBC concerning player or spectator behaviour, or breach of SDBC policies, shall do so in writing either by letter or by electronic means (i.e. e-mail). The written complaint must be made within 72 hours of the alleged incident, directed to a member of the SDBC Board. Such letter should clearly outline the nature of such complaint.
8. Upon receipt of the complaint, the matter must be brought immediately to the attention of the President of the SDBC (if he did not personally receive the complaint), and, as soon as practicable, he will discuss the complaint with the Chairperson of the SDBC Tribunal, and together they will decide if an SDBC Tribunal should be called to hear the complaint.
9. Where the matter involves an ejection of a player or coach from a game, or other report by an umpire, Baseball SA may decide to impose automatic penalties. These penalties may be accepted by the player or coach and the SDBC, without a request that the matter be referred to the Baseball SA Tribunal. In this case, the President of the SDBC will, as soon as practicable, discuss the umpire's report with the Chairperson of the SDBC Tribunal, and together they will decide if an SDBC Tribunal should be called to review the matter from the SDBC perspective.
10. Where the matter involves an ejection of a player or coach from a game, or other report by an umpire, Baseball SA may decide to refer the matter to the Baseball SA Tribunal in accordance with their By-Law 45. No further action will be taken by the SDBC until the outcome of that Tribunal is known. The President of the SDBC will then, as soon as practicable, discuss the umpire's report with the Chairperson of the SDBC Tribunal, and together they will decide if an SDBC Tribunal should be called to review the matter from the SDBC perspective.
11. A decision to convene a Tribunal must be conveyed in writing either by letter or by electronic means (i.e. e-mail) to the person who is the subject of the complaint or report, providing details of the reason for the Tribunal and the scheduled date, location and time, giving at least 24 hours' notice.
12. Where the person, who is the subject of the complaint or report, or a club umpire, is under the age of 18 years, they shall be permitted to appoint an adult person as their advocate, who shall assume their role, and shall be permitted to remain whilst all evidence is given. Thereafter, the person who is the subject of the complaint or report

or the club umpire shall not be permitted to speak unless it is to give evidence on his own behalf.

- 13.** Legal representation will not be permitted.
- 14.** Where the person who is the subject of the complaint or report is unable to attend the scheduled hearing of the Tribunal that person shall immediately notify a member of the SDBC Board or the Chairperson of the SDBC Tribunal and state the reason/s for his or her unavailability. The SDBC President and the Tribunal Chairperson shall consider all aspects of the matter, and decide when the Tribunal shall alternately convene. Any penalty imposed by a Baseball SA Tribunal shall apply in the interim. The report shall not lapse, but will be re-scheduled for a date and time and all parties shall be advised.
- 15.** Where the person who is the subject of the complaint or report is not in attendance at the appointed time and date, the Chairperson shall allow a reasonable period of grace. The reporting umpire or person who made the complaint will then be requested to give their evidence. (Where the SDBC Tribunal is convening to consider an ejection, after a Baseball SA Tribunal, and a decision has been notified by that Tribunal, the reporting umpire may submit their evidence in writing, or choose to attend the SDBC Tribunal if they so desire).
- 16.** Where the Tribunal considers that the evidence establishes that the person who is the subject of the complaint or report has a case to answer, the Tribunal may impose any penalty that it deems fit. The person who is the subject of the complaint or report shall abide by any such decision imposed until such time as they apply for a rehearing and actually appear, or they consent to the hearing proceeding in their absence. The chairperson of the SDBC Tribunal shall ensure the decision is entered in the registrar.
- 17.** The Tribunal:
 - (a) May require (in writing) any person to appear and give evidence to the Tribunal.
 - (b) May at their absolute discretion admit or reject any evidence given or tendered at the Tribunal.
 - (c) May adjourn the hearing of such Tribunal from time to time, as may be convenient, to obtain additional details or evidence, or to seek additional witnesses.
 - (d) May adopt and pursue any procedure that they may think convenient and proper in the hearing, adjudication and determination of such Tribunal.
- 18.** The Tribunal will, as a general rule, proceed as follows:
 - (a) The person who made the complaint or charge to be acted upon, including a club umpire and the person who is the subject of the complaint or report will be called. In the case of a breach of SDBC policies, the complainant should be a nominated member of the SDBC Board.
 - (b) The report or circumstances or charge will be read.

- (c) The person who is the subject of the complaint or report will be asked to enter a plea of guilty or not guilty. Should the person be undecided, the Tribunal will enter a plea of not guilty.
 - (d) Where the person who is the subject of the complaint or report pleads guilty, the Chairperson of the Tribunal or, in the case of an umpire who made the report, will outline the circumstances of the case. The reported person may question the Chairperson or the umpire (if it was the umpire who made the report), provided any such question seeks only to elaborate and/or clarify the evidence. The person may provide a statement to the Tribunal with evidence of mitigation.
 - (e) Where the person who is the subject of the complaint or report pleads not guilty, the person who made the complaint or charge to be acted upon, including a club umpire, will be directed to outline the circumstances of the case.
 - (f) The person who is the subject of the complaint or report may question the umpire or person who made the complaint or charge.
 - (g) The umpire or person who made the complaint may call any witnesses.
 - (h) The reported person may question the witnesses.
 - (i) The members of the Tribunal may ask questions of the umpire, or person who made the complaint or charge, or witnesses to seek clarification of any evidence given if required.
 - (j) The person who is the subject of the complaint or report will be asked to present their defence.
 - (k) The umpire or person who made the complaint or charge may question the person who is the subject of the complaint or report.
 - (l) The person who is the subject of the complaint or report may call their witnesses.
 - (m) The umpire or person who made the complaint or charge may question the witnesses.
 - (n) The members of the Tribunal may ask questions of the reported person or their witnesses, to seek clarification of any evidence given if required.
- 19.** The person who is the subject of the complaint or report, and the umpire or person who made the complaint, together with any witnesses will then retire whilst the Tribunal considers the evidence placed before it. Where the Tribunal's decision is guilty, they shall have reference to the register of previous decisions involving the person who is the subject of the complaint or report, before deciding upon the nature and extent of any penalty imposed.
- 20.** Where the Tribunal finds that a witness, being a player or official, knowingly and with intent to mislead, made a false statement in evidence, they may impose a written warning, provide verbal counselling, or impose such suspension (from playing or the exercise of their official function) as they deem fit.

21. All parties will then be re-admitted and advised of the Tribunal's decision. Every adjudication, decision or determination of the Tribunal, and every penalty imposed by the Tribunal shall be final and is not subject to appeal. Any penalty involving a suspension, whether from playing or from the club, shall be advised to the person who is the subject of the complaint or report in writing.
22. As prescribed in part 10 above, an SDBC Tribunal will in most cases postdate any Baseball SA tribunal. Therefore, in the majority of circumstances, the written report submitted by an umpire to the Baseball SA Tribunal shall suffice without the need for that umpire to attend any SDBC Tribunal convened. However, the umpire may be contacted and invited to attend and give evidence if they so desire. Whereas prescribed in part 9 above, no Baseball SA Tribunal is being convened, but the SDBC elects to convene a Tribunal, the SDBC would actively seek the umpire to attend and give evidence.
23. Player or coach suspensions are applied to the Division or Grade (Senior or Youth) in which the report/ejection occurred, and while the suspensions are being served the person is unavailable to be selected or coach in any other Division or Grade (Senior or Youth), except as provided in part 21 below.
24. For example, a junior found guilty following a report from a Division 3 game is not available for selection in any team (Senior or Youth), until after the next round/s of matches of Division 3 following his or her suspension. Or a junior found guilty following a report from a Junior Grade Game, is not available for selection in any team (Senior or Youth) until the next round/s of matches of that Junior Grade following his or her suspension.
25. Where a person receives a penalty involving suspension in a Senior Game, but is also the Coach/Manager of a Junior Team, then the person will be permitted to continue in his or her role of Coach/Manager while the suspension is being served.
26. The Tribunal shall cause to be kept a register of all matters on which it adjudicates, its findings and any penalty imposed.

27. FLEURIEU JUNIOR BASEBALL TRUST (FJBT)

- (1) The Southern Districts Baseball Club (hereinafter referred to as the SDBC) herewith accepts as an affiliate, the Fleurieu Junior Baseball Trust (hereinafter referred to as the FJBT).
- (2) The inaugural trustees of the FJBT shall be Shane Marsland of 3 Treetop Rise, Chandlers Hill, Trevor Prior of 10 Pildappa Avenue, Park Holme and Kevin Jennings of 15 Bruce Street, Morphett Vale all in the state of South Australia. They shall hold office until they notify the SDBC in writing that they no longer wish to perform that role.
- (3) When a vacancy of a trustee occurs, the SDBC Board shall have the power to appoint a replacement trustee.

- (4) The SDBC accepts that it is to administer the day to day operations of the FJBT in accordance with the purposes of the FJBT.
- (5) The SDBC shall make an annual allocation of no less than \$2,000, which can be payable in instalments by or on 31st March and 30th September, to a total of \$54,000, including payments made from the FJBT. This will then be accepted as full and final settlement of the Supporters Club impasse.
- (6) The SDBC accepts that it shall create a separate account, titled FJBT, in an appropriate financial institution into which the instalments shall be paid.
- (7) The SDBC agrees that the funds shall be used solely for the purpose of the FJBT which are promoting, encouraging and supporting Under 16 youths in Tee-Ball, Pitch and Hit and other related baseball activities in the Fleurieu area.
- (8) The SDBC shall prepare an annual financial statement of the operations of the FJBT and will be responsible for the auditing thereof. A copy of the financial statement shall be provided to each of the trustees of the FJBT.

28. SDBC TEAM & PERPETUAL TROPHY CRITERIA

PURPOSE:

SDBC awards trophies each year in recognition of outstanding achievements from both players and members. This document sets out the criteria for qualification to each award and acts as a guide for the Trophy Sub-Committee, appointed by the Board of Management.

- All nominations should be submitted to the Trophy Sub-Committee for consideration
- The Trophy Sub-Committee will furnish a list of trophy winners to the Board of Management for approval
- All nominees must be financial to be eligible for any trophy

TEAM TROPHIES:

BEST & FAIREST TROPHY

This trophy is based on 3 lots of votes given each week, (being 3, 2 and 1) recorded at that time and placed in the appropriate box. The votes may be counted publicly on the first Thursday after the completion of the minor round at the discretion of the Board of Management. In the absence of a public count, a scrutineer will be appointed by the Board of Management, who will tally the votes.

BATTING TROPHY

This trophy shall be awarded to the person with the highest batting average at the end of the minor round, calculated by dividing the number of safe hits by the number of times at bat. To qualify for this trophy a player must have achieved a number of Plate Appearances no less than (the internationally accepted formula of) 2.1 times the number of games the team has played. If no player has the required number of plate appearances, the trophy is awarded to a player nominated by the team coach. The coach should however justify his reasons for awarding such trophy.

COACHES AWARD

Awarded at the complete discretion of the applicable team coach. It can be given to anybody connected with the team e.g. player, assistant coach, manager, scorer or even bat boy. The coach should however justify his reasons for awarding such trophy and point these reasons out on Presentation Night.

PERPETUAL TROPHIES:**BEST CLUB PERSON**

Guidelines:

- (a) For exceptional service in any one year.
- (b) Dedication to the Club by way of hours put in committee or sub-committees, grounds, Bar or Canteen etc
- (c) Valuable assistance in other areas such as coaching, managing, scoring
- (d) Remuneration will be taken into consideration.
- (e) Must adhere to SDBC policies.
- (f) Nominations through the Board of Management in writing from any Club member will be considered.

BEST TEAM MAN (DIV 1 only)

- (a) To be awarded to a Division 1 player
- (b) Nomination by the Division 1 coach prior to the best and fairest count.

DIVISION 1 BATTING TROPHY

- (a) This award goes to the winner of the Division 1 batting trophy and should be presented at the same time as the non-perpetual award.

BEST CLUB JUNIOR

- (a) Must be a player who is eligible (by age) to play junior baseball as defined by Baseball SA (2015-16 season U17 and lower)
- (b) Selection in Baseball SA recognised representation teams
- (c) Participation in senior ranks
- (d) Coaching and assisting younger player development
- (e) Assisting around the Club generally
- (f) Nominations accepted from all club coaches
- (g) As with the most valuable senior player trophy nomination, will be nominated prior to the best and fairest count

BEST CLUB JUNIOR CATCHER

- (a) Must be a player who is eligible (by age) to play junior baseball as defined by Baseball SA (2015-16 season U17 and lower)
- (b) Selection in Baseball SA recognised representation teams
- (c) Must be a regular catcher
- (d) Performance in senior ranks if applicable
- (e) Nominations accepted from all club coaches

BEST FIRST YEAR JUNIOR

- (a) Must be a player who is eligible (by age) to play junior baseball, as defined by Baseball SA (2015-16 season U17 and lower), for the first time
- (b) Nominee cannot have played at any other baseball club

ENCOURAGEMENT AWARD

- (a) Must be a player who is eligible (by age) to play junior baseball, as defined by Baseball SA (2015-16 season U17 and lower)
- (b) Nominee can have played for another baseball club
- (c) Nominee should have demonstrated significant effort and commitment to improve his/her baseball skills and talent

FOR THE LOVE OF THE GAME AWARD

- (a) To be awarded to the club person who contributes purely for the love of the game.
- (b) Nominations can be made by financial SDBC members to the Trophy sub-committee for consideration

29. ALTERATION OF BY- LAWS

- (1) The Board shall have power from time to time to make, alter and repeal any By-Laws as it may deem necessary or convenient, or expedient, in relation to the proper conduct and management of the business and affairs of the SDBC and the attainment of its objects. All By-Laws so made and for the time being in force shall be binding on all members of the SDBC and shall have full effect accordingly and immediately they are adopted.

Any such By-Law adopted / approved by the Board may only be repealed by a majority of at least three fourths of votes exercised at any Board, Annual General, or Special General Meeting

- (2) In particular, but not exclusively, the Board may make By-Laws relating to:
 - a. The general management of all baseball matches arranged by the SDBC.
 - b. Regulating the appointment and duties of Coaches, Managers and other Officials.
 - c. Regulating the affiliation with the SDBC of other Associations, or other bodies.
 - d. Providing for and regulating the determination by the SDBC or any of its Committees of any allegations, complaints, reports and charges against, and the imposition of fines, penalties, levies and the like in connection with such matters on players or Officials.
 - e. The Board or any of its Committees in connection with the management of the affairs of the SDBC and as to the appointment, removal, qualifications and disqualification of members of such committees, and as to the duties, powers, functions and privileges of any such Committees or the members thereof.
 - f. Regulating the meetings of the SDBC or any of its committees and the conduct of business at-such meetings.
 - g. Providing for subscriptions, fees, levies, fines or other payments by members or players thereof to the SDBC.

- h. Providing for the conditions under which players may play or continue to play and any penalties, suspensions, fines that may be imposed.
- i. Providing for the conditions under which any off-season games may be played.
- j. Providing for representative teams of the SDBC to play other teams and trips relating thereto either in South Australia or elsewhere.

30. STANDING ORDERS FOR ALL SDBC MEETINGS

- (1) A member desirous of speaking must address the Chairman and no member speaking shall be interrupted unless called to order, in which case he shall stop. The member calling to order shall, in the first place, name the standing order under which he rises, and, if found by the Chairman to be correct, shall be heard in preference to any other speaker, and the question of order shall be disposed of before the subject is resumed or any other subject entered upon.
- (2) No member shall speak twice without the approval of the Chairman on the original question except by way of explanation or as the mover in reply. Nevertheless, a member who may have been misrepresented or misunderstood shall be allowed to explain, immediately before the mover exercises his rights to reply. After the reply, the amendment or the original motion, as the case may be, shall immediately be put to the vote.
- (3) Whenever an amendment is moved upon an original motion, no second amendment shall be taken into consideration until the first amendment has been disposed of. If the amendment be carried it shall form part of or replace the original question and become itself the question, whereupon a further amendment may be moved.
- (4) If two or more members desire to speak at the same time, the Chairman shall decide which is entitled to pre-audience.
- (5) No member shall speak for longer than ten minutes at any one time without the consent of the meeting
- (6) A member who uses any expression capable of being applied offensively to any other member shall, if required, by the Chairman, withdraw such expression and make a satisfactory apology to the meeting. A member, having used objectionable words and not retracting same and apologising to the satisfaction of the meeting, may be censured, or the meeting may pass a resolution inflicting on him such penalty or fine as the meeting deems fit.
- (7) When, in consequence of disorderly conduct the Chairman shall call a member to order by name, such member shall withdraw from the meeting room immediately or, if he desires to explain, as soon as he has been heard in explanation. If he does not so withdraw after being called upon by the Chairman so to do, he may be expelled during the pleasure of the meeting. After such member's withdrawal the meeting shall at once take the case into consideration.

- (8) If any objection be taken to the ruling or decision of the Chairman, such objection must be taken at once.
- (9) If objection is taken to the ruling or decision of the Chairman, the member so objecting shall put the nature of his objection forward. Should the motion not be seconded, the business shall be proceeded with at the point where it was interrupted, but if the motion be seconded, the motion so raised shall be dealt with.
- (10) No member shall converse aloud or make any noise or disturbance whilst a member is speaking or any matter is being considered. In case of such noise or disturbance being persisted in after the Chairman has called to order, the Chairman shall call upon the member making such disturbances by name, and the meeting may thereupon pass a resolution censuring such member or inflicting on him such penalty or fine as the meeting deems fit.
- (11) When a question is being put to the vote, or when the Chairman is speaking, or a member is addressing the Chair, no member shall interrupt him in any manner, nor shall a member interrupt another whilst speaking, except:
 - (a) To request that any words used by him and objected to be taken down;
 - (b) To call attention to a point of order;
 - (c) To call attention to the want of a quorum.
- (12) A member who is not in his seat shall be permitted to vote on any question.
- (13) No member shall speak to any question after the same has been put by the Chairman except to call for a ballot upon the question. A record of the voting of such ballot shall be entered in the minutes of the Meeting.
- (14) A motion "that the question be now put" moved and seconded, shall take precedence over all other business and shall be put by the Chairman without any discussion, provided that no such motion shall be made so as to interrupt a member whilst speaking.
- (15) If the motion for the question to be put be lost, the discussion on the original question shall be resumed where it was interrupted and no similar motion shall be again entertained until one or more members shall have addressed the Chairman upon the question.
- (16) No member shall reflect upon any vote of the Meeting except for the purpose of moving that such vote be rescinded.
- (17) No discussion shall be allowed on a motion for leave to withdraw a motion or an amendment then before the Meeting.
- (18) A debate may be adjourned on a motion, passed without discussion, either to a later hour of the same day or to another day.
- (19) The member, upon whose motion any debate shall have been adjourned by the Meeting, shall be entitled to pre-audience on the resumption of the debate.

31. MATTERS NOT DEALT WITH.

Any matter of any kind whatsoever not dealt with or provided for in the By-laws of the SDBC may be dealt with in such manner as the Board may deem fit.