

NORTHEAST ZONE BASEBALL

OPERATING RULES

(REVISED MARCH 25, 2002)

**THE NEZ BASEBALL COMMITTEE IS A STANDING
COMMITTEE OF THE NORTHEAST ZONE SPORTS COUNCIL,
AND AS SUCH, IS GOVERNED BY EXISTING BYLAWS,
OPERATING RULES, AMENDMENTS AND MOTIONS OF THE
NEZ SPORTS COUNCIL.**

TABLE OF CONTENTS

OBJECTIVES	PAGE 3
1. MEMBERSHIP	PAGE 3
2. MEETINGS	PAGE 4
3. VOTING RIGHTS	PAGE 5
4. QUORUM	PAGE 5
5. ELECTIONS	PAGE 6
6. BASEBALL ALBERTA	PAGE 6
7. PARLIMENTARY PROCEDURE	PAGE 6
8. DISCIPLINE	PAGE 7
9. MEETING AGENDA AND MINUTES	PAGE 8
10. TEAMS	PAGE 8
11. UMPIRES	PAGE 9
12. SPECIAL CIRCUMSTANCES	PAGE 9
13. BUDGET	PAGE 9
14. POLICIES	PAGE 10
CODE OF CONDUCT – ZERO TOLERANCE POLICY.....	PAGE 10
CODE OF CONDUCT – FAIRPLAY AGREEMENT.....	PAGE 11
15. AWARDS	PAGE 12
16. AMENDMENTS	PAGE 12
17. EXECUTIVE	PAGE 12
18. DUTIES	PAGE 12
A) BASEBALL DIRECTOR.....	PAGE 13
B) ASSISTANT DIRECTOR.....	PAGE 14
C) SECRETARY.....	PAGE 15
D) COMMISSIONER.....	PAGE 16
E) REGISTRAR.....	PAGE 17
F) CLINIC DIRECTOR.....	PAGE 18
G) COMMUNITY LEAGUE REPRESENTATIVE.....	PAGE 19
H) SCHEDULER.....	PAGE 20
I) EFCL REPRESENTATIVE.....	PAGE 21
J) UMPIRE DIRECTOR.....	PAGE 22
K) CATEGORY DIRECTOR.....	PAGE 23
JUNIOR ROOKIE DIVISION	PAGE 24

NORTHEAST ZONE BASEBALL OPERATING RULES

OBJECTIVE:

1. To provide to all interested children residing within the boundaries of the NEZ Sports Council member organizations and the boundaries prescribed by Baseball Alberta the opportunity to participate in the Sport of Baseball.
2. To provide, promote and administer a program for recreational and competitive Minor Baseball players, which will further prepare them for future baseball participation.
3. To foster and strengthen the ideas of good sportsmanship.
4. To promote Fairplay in the program.
5. This Committee shall be a standing committee of the NEZ Sports Council.
6. The Baseball Committee shall operate under Bylaw 8 Article 2 of the North East Zone Sports Council Bylaws, which identify operating rules of Standing Committees.
7. The Committee executive and members shall work in the interests of Minor Baseball in the North East Zone. The Committee shall be affiliated with the EFCL, Baseball Alberta and Baseball Canada.

1. MEMBERSHIP:

The membership of the Committee shall consist of the following:

- A. An Executive whose members shall include:
 1. The following elected positions:
 - a) Director
 - b) Assistant Director
 - c) Secretary
 - d) Commissioner
 - e) Registrar
 2. The following appointed positions:
 - a) Clinic Director
 - b) Community League Representative
 - c) Scheduler
 - d) EFCL Representative

e) Umpire Director

- f) Other newly created positions as deemed necessary by the Baseball Director and the Baseball Committee. Will be non-voting officers unless specifically empowered with the right to vote when the position is created or as amended to so empower.

3. Past Director - who shall serve in an advisory role.

All Executive Members shall be members in good standing of the NEZ Sports Council.

All elected positions are for a two-year duration with the exception of the Director, which is one year. All appointed positions are for a one-year duration.

B. Category Directors and AA Representatives:

1. Such Category Directors as deemed necessary to the workings of the program, shall be appointed by the Director as necessary.
2. AA Representatives shall be appointed or elected by their respective Organization.

C. General Membership

One voting representative of each organization holding a valid membership within the NEZ Sports Council.

D. Associate Membership

One non-voting representative of each affiliated organization sponsoring teams who do not reside within the boundaries as prescribed by Baseball Alberta. These Organizations must be approved by the Baseball Committee at a regular general meeting before April 1 of the said year.

All members of the Baseball Committee shall be current members in good standing of the community in which they reside.

2. MEETINGS

- A. General meetings of the Committee shall be held at the discretion of the Director with the guidance of the executive and according to NEZ Sports Council Bylaw 8, Article 2, Section f.
- B. Executive meetings of the committee shall be held at the call of the Director.
- C. The Director shall also call a special meeting of the Committee at the request of any member organization of the NEZ Sports Council Executive, within 7 days of the request but must provide members with written or verbal notice 72 hours in advance of the meeting.
- D. At the completion of the playing season, the Director shall call an Annual General Meeting, of the

Committee no later than November 30 of the said year.

1. All necessary elections shall take place at that time.
 2. The Director shall present a final statement of income and expenditures.
 3. All NEZ Sports Council member organizations, which participate in the baseball program, must be present at the Baseball Annual General Meeting and at the Baseball Semi-Annual General meeting. Failure to attend these two meetings will result in suspension &/or levies as set forth by the NEZ Sports Council. i.e.: A Re-instatement fee.
- E. The Director shall be able to call a special meeting of the Baseball Committee providing written or verbal notice is provided to all members a minimum of 72 hours in advance of the meeting.

3. VOTING RIGHTS:

- A. Each member organization of the NEZ Sports Council participating in the baseball program shall be entitled to one voting delegate.
- B. All elected and appointed executive members, category directors, AA reps, and the Past Director shall be entitled to vote.
- C. The Umpire Director may vote on all matters with the exception of matters relating to Baseball Alberta Umpire Committee dealings with the NEZ Baseball Committee.
- D. The NEZ Baseball Director may only cast a vote in the event of a tie.
- E. Individuals holding more than one voting position on the NEZ Baseball Committee shall be allowed to cast only one vote as per the NEZ Sports Council By-laws on any one issue. i.e.: One person - one vote.
- F. Proxy votes shall not be permitted.
- G. Organizations or Community Leagues not in good standing with the NEZ Sports Council or the NEZ Baseball Committee shall not be permitted voting privileges until such time as that organization is in good standing.

4. QUORUM

- A. The quorum for General, Special General and Annual meetings shall be one third (1/3) of members and Executive.
- B. The quorum for an Executive Board meeting shall be five members of the Executive.
- C. Failure to meet quorum shall cause a meeting to stand adjourned.

5. ELECTIONS

Elections shall be held in accordance with the NEZ Sports Council Bylaws.

1. All elected executive positions shall be elected at the Annual General Meeting. The Executive may appoint any position not filled at the Annual General Meeting, with the exception of the Director, at a later date. Simple majority must ratify such appointments at the next general meeting.
2. The Director position will be elected in accordance with NEZ Sports Council Bylaw 5, Articles 2b and 3a.
3. The term of office for elected positions shall be two years with the exception of Director. Elections shall take place as follows:
 - a) Assistant Director elected in odd years
 - b) Secretary elected in even years
 - c) Commissioner elected in odd years
 - d) Registrar elected in even years
4. All appointed executive positions should be appointed at the Annual General Meeting. The executive may appoint any positions not appointed at the Annual General Meeting at a later date.
5. Nominations should be made in accordance to NEZ Sports Council Bylaw 5, Article 4.

6. BASEBALL ALBERTA

- A. The NEZ Baseball Director shall be the NEZ representative at the Baseball Alberta meetings and shall be the voting director on the Baseball Alberta Board of Directors as the Large Association representative for NEZ Baseball.
- B. The Assistant Director or a Member designated by the Director shall be the NEZ representative at Baseball Alberta meetings in the absence of the Director.

7. PARLIAMENTARY PROCEDURE

- A. The NEZ Baseball Committee shall operate in compliance with the Societies Act, the Sports Council Bylaws and the NEZ Baseball Committee Operating Rules.
- B. The NEZ Baseball Committee shall operate in accordance with generally accepted democratic principles and will use Roberts Rules of Order, Revised for parliamentary guidance.

- C. These operating rules may be amended at any General Meeting, Annual Meeting, or Semi-Annual Meeting of the NEZ Baseball Committee by Special Resolution I or Special Resolution II as defined by the Northeast Zone Sports Council Bylaws. A three quarter (3/4) majority vote is required. For a Special Resolution I, a Notice of Motion, indicating the changes proposed and the rationale, must be made at the preceding meeting. The Notice of Motion shall be mailed to all members of the NEZ Baseball Committee and the NEZ Sports Council within two (2) weeks of the filing of the Notice of Motion. The mover of the motion must be present at the relevant meeting in order for the motion to be entertained.
- D. Amendments to these Operating Rules must be ratified by the NEZ Sports Council.

8. DISCIPLINE

- A. An officer of the NEZ Baseball Committee may be removed, for just cause, from the NEZ Baseball Committee and its programs by the passing of a Special Resolution I or II as defined in the NEZ Sports Council Bylaws at any NEZ Baseball Committee General Meeting.
- B. A representative of a member organization or an individual active within a member organization in Baseball may be removed, for just cause, from the NEZ Baseball Committee and its programs by the passing of a Special Resolution I or II as defined in the NEZ Sports Council Bylaws at any NEZ Baseball Committee General Meeting.
- C. The NEZ Baseball Committee will provide the officer, representative of an organization or individual with a statement of the just cause and the intent to remove as soon as is reasonably possible after the intent is known and not less than seventy two (72) hours prior to the meeting at which the intended removal is to be voted on. The statement will be sent by registered mail or courier, as required.
- D. The NEZ Baseball Committee may, for just cause deemed to be detrimental to the NEZ Baseball Committee, revoke the membership of any member organization.
- E. A member organization facing revocation or an individual facing removal shall have the right to due process including the right to address the meeting at which the question of removal or revocation is being asked.
- F. An organization or individual facing disciplinary action from the Commissioner or the NEZ Baseball Committee may appeal the decision of the Commissioner or the NEZ Baseball Committee to the NEZ Sports Council. Such an appeal may be heard at any NEZ Sports Council Meeting.
- G. Disciplinary decisions of the Sports Council are final unless a clear and direct channel of appeal is apparent with a governing body of the NEZ Sports Council.

9. MEETING AGENDA and MINUTES

A. The NEZ Baseball Committee shall operate under the following Agenda at all Committee meetings. The Director or Secretary shall provide a current agenda for each meeting.

1. Call to order
2. Roll Call
3. Approval of agenda
4. Adoption of the last minutes
5. Elections/Appointments
6. Correspondence
7. Delegations
8. Reports: From all executive members, category directors, and AA reps. Reports to be handed in to secretary for inclusion in the minutes.
9. Unfinished business
10. New business
11. Next Meeting
12. Adjournment

B. The Secretary shall maintain accurate records of the NEZ Baseball Committee meetings and shall provide to all members a copy of such records. Copies shall be forwarded to the NEZ Sports Council.

10. TEAMS

A. All member organizations i.e.: Communities shall have the right to enter teams in the House League Program in any or all categories of play according to birth dates as specified by Baseball Alberta. Only the Warriors and the Northstars may enter teams in the AA Program.

B. All House League teams shall be entitled to participate in League play and playoffs as scheduled by the NEZ Baseball Committee.

C. All House League teams shall be entitled to participate in the House League Tournament as scheduled annually by the NEZ Baseball Committee.

D. All players registered by the NEZ Baseball Committee shall be entitled to tryout for AA teams.

E. Unless otherwise authorized by the Northeast Zone Baseball Committee, only AA teams shall be permitted to enter Provincial Competition.

F. AA teams or players registered on an AA team shall not be permitted to participate in NEZ House Leagues.

11. UMPIRES

- A. Umpires shall upon provision of documentation for no shows, which are the result of team error, have Northeast Zone Baseball invoice the sponsoring community or organization for payment and then umpire reimbursement.

12. SPECIAL CIRCUMSTANCES

- A. The NEZ Baseball Committee shall be the sole administrator for all minor Baseball within the boundaries of the City of Edmonton with the exception of any existing minor Baseball programs in other zones as specified by Baseball Alberta.
- B. Organizations from outside of the boundaries of the NEZ Sports Council shall have the opportunity to be Affiliated Members with the NEZ Baseball Committee as Associate Members and be subject to the rules and regulations of the NEZ Sports Council.
- C. Associate Organizations shall have the right to participate and vote at any NEZ Baseball Committee meeting. Representatives from Associate Organizations may hold any executive position with the exception of NEZ Baseball Director.
- D. All Motions passed at NEZ Baseball Committee meetings, shall be put forward for ratification at a separate Meeting by members of Organizations i.e.: Communities, that are members of the NEZ Sports Council as specified in the NEZ Sports Council Bylaws.

13. BUDGET

- A. The Baseball Director shall prepare and present to the Committee a budget in advance of the playing season. After the Directors budget has been passed by the Committee, it shall be presented to the next General Meeting of the NEZ Sports Council for ratification.
- B. The Director shall be empowered to authorize expenditures up to the amount budgeted under any one item in the budget without the approval of the Committee.
- C. Any amounts, which exceed the budget must have the approval of the Committee or its executive.
- D. The Director shall authorize the removal of funds from the budget by way of a signature on the necessary requisition; the Treasurer will not pay any bills without this authorization.
- E. NEZ Baseball may pay an honorarium for work performed. All honorariums must be ratified at the NEZ Sports Council Annual General Meeting.

14. POLICIES

The Baseball Committee supports both the Zero Tolerance Code of Conduct and the Fairplay Program which are as follows:

CODE OF CONDUCT - ZERO TOLERANCE POLICY

- a. Membership and participation in baseball administered by the NEZ Baseball Committee is a privilege not a right. Members, players and participants are required to abide by the Bylaws, Rules and Policies of this Committee and the NEZ Sports Council. The behavior is expected to mirror the spirit of the Bylaws, Rules, Policies and this specific code.
- b. All members and participants of NEZ Baseball shall respect other members, officials, parents, players, fans, team officials, volunteers, or Executive Committee members of NEZ Baseball. Any inappropriate conduct, threats, harassment or abuse (including the use of profanity) directed towards game or team officials, members, parents, players, fans, volunteers, or Executive Committee members of NEZ Baseball or of any other association will not be tolerated.
- c. All members, fans, and participants of NEZ Baseball shall respect the game of baseball and shall behave in a manner so as to not make a travesty of the game.
- d. Upon violation by any member, fan, or participant of any provision of this Code of Conduct an incident report shall be completed and presented to the commissioner, which may result in immediate suspension or expulsion for the offender and/or the offender's family, being consistent with the Zero Tolerance Policy.
- e. The commissioner will convene a hearing committee of 3 members within 7 days of receiving the incident report. The hearing committee shall follow NEZ Baseball Committee Rules, Regulations, and Policy and Northeast Zone Sports Council Bylaws and operating rules.
- f. All Communities and Area organizations shall at pre-season registration make all participants aware of the Code of Conduct. The Code of Conduct Acknowledgment form must be signed by all participants with 1 copy forwarded with hard cards to the NEZ registrar. This includes all Players/Guardians and Coaching Staff.

CODE OF CONDUCT – FAIRPLAY AGREEMENT

(Mandated by the NEZ Baseball Committee and the NEZ Sports Council to improve the enjoyment of the game.)

<u>ATHLETE</u>	<u>PARENT</u>	<u>COACH</u>
<p>I AGREE TO:</p> <p>Remember that I'm playing because I enjoy the game of Baseball.</p> <p>Work at achieving my personal best and to not be discouraged if it's not my best.</p> <p>Remember that winning is not everything but that trying to win is more important.</p> <p>Show appreciation for good plays and performance by my teammates, opponents and officials.</p> <p>Co-operate with my coaches and teammates.</p> <p>Never argue with an umpire or display unsportsmanlike conduct.</p> <p>Keep the game safe and fun at all times.</p>	<p>I/WE AGREE TO:</p> <p>Remember that my children participate for <u>their</u> fun.</p> <p>Provide plenty of encouragement because that's the best way to help them learn.</p> <p>Teach my children that an honest effort is as important as winning.</p> <p>Encourage my children to be good sports.</p> <p>Teach my children that officials and league organizers are an important part of the game and to never show disrespect for their decisions.</p> <p>Applaud the value and efforts of the coaches, officials, and league organizers.</p> <p>Remember that children only learn what we teach them and that Fair Play starts at home.</p>	<p>I AGREE TO:</p> <p>To teach my athletes to play honestly, fairly, and to respect the rules, officials & opponents.</p> <p>To be a coach the athletes can respect and look up to as a role model.</p> <p>To be generous with praise and instill confidence in my athletes.</p> <p>Set a good example for the athletes, parents, opponents and league organizers.</p> <p>Obtain proper training and continue to upgrade my coaching skills suitable for the level being coached.</p> <p>Not to ridicule or yell at my athletes for mistakes or poor performance.</p> <p>Remember we are all participating for the fun and enjoyment of a game.</p>

ACKNOWLEDGEMENTS

ATHLETE: _____

DATE: _____

PARENT: _____

DATE: _____

COACH: _____

DATE: _____

15. AWARDS

The Baseball Committee shall determine yearly, awards to be given at the NEZ Sports Council Annual Awards Banquet in November. Awards should only be presented to NEZ Sports Council members or associate members in good standing.

16. AMENDMENTS

A) Amendments to the Operating Rules of the Baseball Committee shall be made at any General Meeting, Annual or Semi-Annual General Meeting of the Baseball Committee by Special Resolution I or II as defined in the NEZ Sports Council Bylaws. Amendments may also be made at a Special General Meeting by Special Resolution I as defined in the NEZ Sports Council Bylaws.

B) Passage of these Operating Rules shall require a simple majority of votes cast.

17. EXECUTIVE

The Baseball Committee executive shall have the authority to take any necessary actions, if deemed necessary between regular scheduled committee meetings. Those actions shall then be duly reported to the committee at the next meeting for approval.

18. DUTIES

Duties of all Executive and Category Directors, representatives and community baseball directors shall be provided in a job description. The appropriate job description shall be included within the operating rules of the NEZ Baseball Committee.

A) DUTIES OF THE NEZ BASEBALL DIRECTOR

1. Duties to the NEZ Sports Council:
 - a) Shall be the Baseball Committee representative on the executive of the NEZ Sports Council.
 - b) Shall attend and present a report to all meetings of the Sports Council.
 - c) The Director on behalf of the Baseball Committee shall submit an approved operating budget to the Sports Council prior to the start of league play.
 - d) Shall have the power to requisition funds within the limits of the approved budget and within the limits authorized by the Sports Council. Receipts of invoices shall be presented to the Treasurer, together with a signed requisition. At seasons end, the Director shall make an accounting of the financial budget for presentation to the Baseball Committee and to the Sports Council.
 - e) All monies collected or received by the Director from the operation of the committee shall be immediately paid to the Treasurer who shall provide a receipt for these funds.
 - f) Shall ensure that all monies due are collected and if an invoice to collect funds is required a signed Invoice Requisition shall be turned in to the Treasurer. Money due should be collected &/or invoiced in a timely matter.

2. Duties to the Baseball Committee:
 - a) Shall report to Baseball Alberta and shall sit as a voting officer on the Baseball Alberta Board of Directors.
 - b) Shall preside at all meetings of the NEZ Baseball Committee, and shall be an ex-officio member of all Baseball Committees.
 - c) May exercise all the duties and powers of the Baseball Committee at his discretion in the case of emergency, and have the power to disburse money and perform any reasonable administrative acts necessary for the proper functioning of the Baseball Committee. Any actions deemed necessary shall be duly reported to the Committee at the next meeting.
 - d) Shall have the power to suspend the membership of any individuals for conduct detrimental to Baseball, and such suspensions shall be confirmed, rejected or altered at the next meeting of the NEZ Baseball Committee.
 - e) Shall be accountable for all NEZ Baseball funds and to liaise with the NEZ Treasurer regarding the disposition of all funds.
 - f) Shall be charged with the general supervision of all activities of the NEZ Baseball Committee.
 - g) Shall appoint, with the approval of the NEZ Baseball Committee, positions that are specified as appointed positions, and in the case of elected positions, ones that become vacant before the next scheduled Committee meeting. All appointments shall be presented for ratification at the next scheduled NEZ Baseball Committee General Meeting.
 - h) Ensure that information is distributed and plan advertising for player registration.
 - i) Ensure that required clinic dates have been set up by Clinic Director.
 - j) Confirm that player registration procedures are in place and that ball directors are well informed of registration procedures.
 - k) Set up player count and amalgamation meetings.
 - l) Ensure that all registered players have a place to play.
 - m) Meet with Category Directors to go over duties and ensure they know what is required of them.
 - n) Meet with coaches to go over pertinent information including schedules, rules, fair play, tournaments, clinics and any other important information.

B) DUTIES OF THE ASSISTANT DIRECTOR

- a) Shall be an elected member of the Executive.
- b) Shall assist the Director in fulfilling any duties that may arise.
- c) Shall chair any meetings necessary in the absence of the Director.
- d) Attend all meetings of the NEZ Baseball Committee and report in writing to such meetings of any business pertinent to the Baseball program.
- e) Shall attend any Baseball Alberta meetings or North East Zone Sports Council meetings in the absence of the Director.
- f) Shall become the Director if that position becomes vacant at any time before the next scheduled meeting of the NEZ Baseball Committee provided that all the criteria of the North East Zone Sports Council is met, regarding eligibility for the said position.

C) DUTIES OF THE SECRETARY

- a) Shall attend and maintain minutes of all meetings of the NEZ Baseball Committee.
- b) Shall forward copies of all minutes of NEZ Baseball Committee meetings including the date, time, and place of the next meeting, to all members of the NEZ Baseball Committee within 14 days of the meeting.
- c) Shall keep accurate records of all NEZ Baseball Committee officers, including addresses and telephone numbers, for distribution to all members.
- d) Shall keep accurate records of all NEZ Baseball Committee members present at all NEZ Baseball Committee meetings.
- e) Shall keep accurate records of the terms of office of all officers of the NEZ Baseball Committee.
- f) Shall maintain a historical record of the NEZ Baseball Committee.
- g). Shall be in charge of all correspondence for the NEZ Baseball Committee and shall conduct all correspondence on behalf of the NEZ Baseball Committee as directed by the Committee and Director.
- h) Help the Director with such tasks as awards, banquet, budget, playoffs, tournaments, etc.

D) DUTIES OF THE COMMISSIONER

- a) Hear and make rulings on protests regarding the interpretation of the rules, and reports that may be submitted regarding the behavior of players, coaches, and managers.
- b) Impose disciplinary penalties where necessary.
- c) In the event of holding a Hearing to deal with a protest, the Commissioner shall act as the Hearing Committee Chairman.

The Hearing Committee shall be comprised of three individuals as appointed by the Commissioner.

This committee shall make the decisions of the said Hearing.

The following persons should be in attendance at the hearing:

- 1. Person/Persons in question.
 - 2. Umpire (s).
 - 3. Baseball Directors of the Community of team(s) involved or Baseball Directors of any AA teams involved.
 - 4. Other individuals deemed pertinent or as approved by the Commissioner.
- d) Format for dealing with a protest or formal complaint.
 - 1. Complaint must be in writing.
 - 2. Act within 72 hours of receiving the protest or complaint.
 - 3. Minutes must be taken of the hearing.
 - 4. Complaint shall be read to all present.
 - 5. The person(s) in question will be allowed a statement.
 - 6. Questions regarding the matter may be asked by the Committee.
 - 7. Dismissal of everyone but the Committee.
 - 8. The Committee shall make a decision.
 - 9. A letter will be written to the person involved re: disciplinary action, with copies sent to the Committee members, the Northeast Zone Sports Council, the Umpire-In-Chief and the Community League or AA Baseball Director.
 - e) The Commissioner shall report all pertinent matters to the Baseball Committee and shall communicate with the Director regarding any matter that may arise.
 - f) Report to the Baseball Committee, the Northeast Zone Sports Council and the Umpire-In-Chief the names of any people suspended, including length and terms of suspension.
 - g) Attend all meetings of the Northeast Zone Baseball Committee and provide a written report.

E) DUTIES OF THE REGISTRAR

- a) Shall assist in the establishment of registration dates and coordinate with member Organizations the proper dates of registration.
- b) Shall obtain registration information and material from Baseball Alberta as necessary to ensure that proper registration documents are distributed and collected.
- c) Shall assist the Director in the collection of fees and documents from all teams and organizations that are registering for the said season.
- d) Shall scrutinize all registration documents for all appropriate information and verify that all registrants comply with NEZ Baseball Committee requirements and Baseball Alberta requirements.
- e) Shall keep all registration documents on file and enter all information on computer files for Baseball Alberta as necessary.
- f) Shall ensure that all Baseball Directors are aware that teams must be properly registered and that all registration deadlines are met on time.
- g) Shall ensure that all teams entering Provincial competition be provided with their team roster hard copies from Baseball Alberta.
- h) Shall assist in the formation of team tiers for House League play to ensure that teams be competitive at all levels.
- i) Shall attend all meetings of the Northeast Zone Baseball Committee and provide a written report.

F) DUTIES OF THE CLINIC DIRECTOR

- a) Work with the NEZ Baseball Director to set up clinics.
- b) Report on any clinics that are booked and advertise such clinics to the members of the NEZ Baseball Committee.
- c) Collect clinic fees and issue participants receipts, forward copies of all receipts and all fees to the NEZ Treasurer.
- d) Act as the contact person for clinic inquiries and liaise with instructors on matters pertaining to the said clinics.
- e) Attend NEZ Baseball Committee meetings and provide reports on clinics and provide recommendations regarding future clinics.
- f) Book facilities and dates for all clinics and liaise with Baseball Alberta regarding all clinics.
- g) Shall attend all meetings of the Northeast Zone Baseball Committee and provide a written report.

G) DUTIES OF THE COMMUNITY LEAGUE REPRESENTATIVE

- a) Shall be a representative of the Baseball Committee Executive and attend meetings of the Baseball Committee Executive.
- b) Shall report to the NEZ Baseball Committee and Executive on matters pertinent to Baseball that may arise.
- c) Shall convey necessary information to the Communities regarding NEZ Baseball as required.
- d) Shall hold an Executive position on the NEZ Baseball Committee and assist the administration of NEZ Baseball as requested by the Director.
- e) Shall liaise on House League matters between the NEZ Baseball Committee Executive and House League representatives as required.
- f) Shall attend all meetings of the Northeast Zone Baseball Committee and provide a written report.

H) DUTIES OF THE SCHEDULER

- a) Make schedules for house league games, house league playoffs and house league tournaments as directed by the Baseball Committee.
- b) Obtain ball diamond locations and permit times, and schedule games and practices in the most efficient manner.
- c) Provide schedules for Coaches and Directors as required.
- d) Communicate with Category Directors and Community Directors so that teams may play games on diamonds closest to home communities.
- e) Communicate with AA Organizations to insure that ball diamonds are available for AA league games and tournaments as required.
- f) Schedule rained out games when ball diamonds are available and when affected teams are available to play make-up games.
- g) Do any rescheduling that is necessary throughout the season and notify all parties involved with any rescheduled game. (i.e.: coaches, category directors, umpires)
- h) Attend all meetings of the Northeast Zone Baseball Committee and provide a written report.

I) DUTIES OF EFCL REPRESENTATIVE

- a) Shall be the representative of the NEZ Baseball Committee and attend meetings of the EFCL.
- b) Shall report to the NEZ Baseball Committee on matters pertinent to Baseball that may arise at any EFCL meeting.
- c) Shall convey necessary information to the EFCL regarding NEZ Baseball as required.
- d) Shall hold an appointed position on the NEZ Baseball Committee and assist in the administration of NEZ Baseball as requested by the Director.
- e) Shall attend all meetings of the Northeast Zone Baseball Committee and provide a written report.

J) DUTIES OF THE UMPIRE DIRECTOR

- a) Act as the liaison person between the NEZ Baseball Committee and the Umpires in the Zone as well as Baseball Alberta.
- b) Attend all meetings of the NEZ Baseball Committee or send a replacement and provide a written report on any matter regarding Umpires.
- c) Be in charge of assigning Umpires for all scheduled games, tournament games and playoffs, on a fair and equal basis as required.
- d) Liaise with the Scheduler on rescheduled games and co-ordinate the No-shows with the NEZ Baseball Director.
- e) Provide an Umpire representative for the preseason coaches meetings to convey any rule changes and verify rule interpretations as required.
- f) Assist in the recruitment and development of new Umpires.
- g) Assist in the selection of Umpire Awards and forward nominations to the NEZ Baseball Director.
- h) Liaise with Category Directors on Umpire coverage and do spot checks to evaluate Umpires as necessary.

K) DUTIES OF CATEGORY DIRECTOR

- a) Attend all meetings of the Northeast Zone Baseball Committee and provide a written report.
- b) Keep track of wins, losses and points.
- c) Ensure that coaches turn in score sheets and line up cards. Both sets of score sheets and line up cards are necessary in case of a dispute. Keep these until the end of the season.
- d) Answer any questions on rules but if unsure of the answer talk to the Director or other Executive to ensure correct information is given.
- e) Attend pre-season coaches meeting to introduce yourself, distribute schedules, discuss concerns and arrange for coaches to drop off score sheets during the season.
- f) If problems arise with coaches that cannot easily be resolved contact the Baseball Director.
- g) Be a spectator. Attend as many games as possible. Get to know the teams. Be visible to coaches, parents and players.
- h) Speak to the coaches after the game regarding problems observed. Any concerns regarding umpires should be directed in writing to the NEZ Baseball Director.
- i) Report any no shows to the Baseball Director.
- j) Have stats ready for scheduler for play offs. Be visible during the play offs. Assist as required.
- k) Encourage fair play and fun!

JUNIOR ROOKIE DIVISION

For ages under 8 (players whose 7th birthday falls on or after January 1 of playing year.)

The Junior Rookie Division will operate using the same concepts and rules as outlined in the Senior Rookie Division guidelines, with the exception to the following changes.

In order to try and keep youngsters interest levels as high as possible NEZ Baseball has modified the Junior Rookie Division in the following way. By reducing roster sizes there should be more teams and it also should be easier for communities to form teams.

- 1) Teams rosters will carry 6-8 players.
- 2) When playing defense the players will occupy only the 6 infield positions, (catcher, pitcher, 1st base, 2nd base, 3rd base, shortstop). If short of players eliminate the catcher position.
- 3) Parents will play the outfield to retrieve any ball hit there. Extra players can play the outfield with the parents.
- 4) Any ball hit out of the infield will give the batter a double and any base runners may also advance 2 bases.
- 5) The infield fly rule does not apply.
- 6) No metals cleats are permitted.
- 7) All safety equipment must be worn:
 - full catchers equipment
 - double earflap batting helmets with chin straps for batters, base runners, and on deck batter.
 - athletic cup
- 8) If an umpire is supplied by the NEZ, both teams will share the cost.
- 9) Home team will set up the diamond and be responsible for field conditions. Please contact the visiting team as soon as possible if weather conditions are unstable. Check the city rain-out line.
- 10) Only players properly registered with the Northeast Zone Baseball Committee are permitted.

The intent if this division is to keep the kids in the action and increase the frequency that they will be fielding the ball as well as the number of times they will go to the plate.

It is at practice where players get the number of repetitions required to improve their skills. We hope to carry this concept over to games.

Coaches should concentrate on fundamentals:

- throwing mechanics
- fielding ground balls
- catching fly balls
- throwing to proper base in a given situation
- hitting techniques
- base running
- proper sliding

With adults in close proximity to the players they can assist in the learning process by directing which base to throw to or reminding players to pay attention to the game and be ready for the ball. Keep the long-range goals in mind. Ask yourself if they are learning and if they're developing skills to be competitive at the Senior Rookie level in a year or two.

A positive attitude of the parents participating in the game is a vital part of this concept.

Ensure that all coaches, parents, players and spectators are abiding by the Code of Conduct & encouraging Fair Play. Most important – HAVE FUN!

SENIOR ROOKIE DIVISION

For ages 8 and 9 (For players whose 9th birthday falls on or before January 1 of the playing year.)

Rookie ball is a game that is intended to develop batting skills using a pitching machine in games and in practice. The idea is that a machine will deliver a ball more consistently and the velocity may be more easily controlled than with coach pitch. We want all players to be making contact with the ball and machines should be adjusted so that all players can experience success. The focus at these levels should be on hitting and fielding, base running is a part but we must not exploit the lack of skills of the defensive players by trying to take extra bases. Base runners should be advanced with the bat as often as possible rather than going for that extra base

1) Bases 55 ft Pitching Machine 38 ft., Kenco A Balls

Recommended speed setting on the Jugs Single Wheel machines is 40-45.

Note: The speed should be set so that there is little arc in the trajectory of the ball and the height of the pitch is in the batters power zone. Move the batter toward or away from the machine to compensate for great differences in height.

A parent or coach of the hitting team should feed the machine for his or her own players. Do not be afraid of making small adjustments to help your players make contact.

2) Each batter will receive 5 pitches in an attempt to hit a fair ball. Bunting is not permitted.

There will not be any count of strikes or balls and there will not be any walks.

A foul ball on the 5th pitch is not an out, the batter should receive another pitch until they swing and miss or hit a fair ball.

Note: The machine operator can declare a no pitch if in their opinion the ball is outside of the hitting zone. A ball hitting the ball bucket or any adult in the playing field or striking or passing under the pitching machine will be declared dead and the batter receives a single base, only runners that are forced to advance may do so.

All players are in the batting order and bat in that order through the entire game. Teams to exchange batting orders.

3) Base runners may only advance on a fair hit ball.

On an over throw where the ball goes out of bounds runners may advance one base.

No lead offs, base runners may not leave their base until contact has been made with the ball.

Runners are returned to their original base if caught leaving early. No stealing.

On a throw from the outfield the ball is declared dead once an infielder has gained possession of the ball, no further advancement of runners can occur.

4) No one player may play the same position for more than 2 innings in the same game.

It is recommended that the players get the opportunity to play every position.

Note: Up to 10 players play defense, 6 infielders and 4 outfielders.

You may not have more than the 5 infielders plus the catcher. **Do not** bring the extra fielder into the infield. The player playing the pitchers position must start within 5 ft of the machine, on either side but not ahead of the unit. If there are only 7 or 8 players available eliminate the catching and/or pitching positions.

5) Games start at 6:30 and are 5 Innings in length. No new innings may start after 8:00 pm.

6 Runs or 3 Outs will end each half inning.

6) The team at bat will have two base coaches who will also act as umpires, to determine close plays on the bases. The machine operator may also assist on a decision if required. The infield-fly rule does not apply.

- 7) The home team is responsible for setting the diamond up as well as providing a pitching machine.
- 8) All safety equipment must be worn including:
 - full catchers equipment
 - double earflap batting helmets with chin straps for batters, base runners and on deck batter.
 - athletic cup
- 9) No metal cleats are permitted.
- 10) If an umpire is supplied by the zone, both teams will share the cost.
- 11) Only players properly registered with the Northeast Zone Baseball Committee are permitted.
- 12) All coaches, parents, players and spectators are expected to abide by the Code of Conduct and the Fair Play agreement.

NORTHEAST ZONE BASEBALL
HOUSE LEAGUE RULES AND GUIDELINES

1. Players may register for one team only.
2. A registered player shall be allowed to transfer with the consent of the Northeast Zone Baseball Committee and with the consent of the club to which he is transferring.
3. Age criteria/limits shall be as follows:
 - Junior Rookie - 7th birthday falls on or after January 1, of playing year.
 - Senior Rookie - 9th birthday falls on or after January 1, of playing year.
 - Mosquito - 11th birthday falls on or after January 1, of playing year.
 - Pee Wee - 13th birthday falls on or after January 1, of playing year.
 - Bantam - 15th birthday falls on or after January 1, of playing year.
 - Midget - 18th birthday falls on or after January 1, of playing year.Players must provide proof of age. i.e.: Alberta Health Care card, birth certificate.
4. A team shall include up to 18 players.
5. Coaches are to hold complete Level 1 certification (Theory, Technical & Practical) by the start of their second year of coaching.
6. Teams requesting replacement players must obtain authorization from the Zone Registrar if their team's roster is reduced to fewer than 12 players because of injuries, death or players having moved from the area. Replacement players added as required to 12 players maximum. A replacement player must be registered with Baseball Alberta in the current playing year. Player cannot be from a higher division.
7. Pick-ups for Pee Wee, Bantam and Midget are allowed for tournament play. **NO PICK-UPS ARE ALLOWED IN MOSQUITO'S.** Pick-up players must be previously registered with NEZ Baseball in the current playing year and cannot be from a higher category of play. The category or division of play shall be determined by the team with which a player registers. There will only be 2 pickups per team. Teams may not exceed the 18-player roster rule.
8. The use of all tobacco products by all field participants (players, coaches, managers, umpires) is prohibited. Once play begins any offenders caught using tobacco products will be ejected.
9. Protective helmets with double earflaps must be worn by all batters, on deck hitters, base runners, batboys. Chinstraps are mandatory for Bantam and below.
10. Catchers must wear protective helmet and mask during warm-ups.
11. Throat protectors are mandatory for all catchers and umpires.
12. The use of metal cleats or "spikes" is prohibited for all categories below Bantam.
13. All players must wear a protector cup (or Jill strap for females).
14. Collision between runner and fielder possessing the ball - the umpire shall judge if the collision was avoidable or unavoidable or was the runner attempting to reach the base or plate or was he trying to dislodge the ball. Penalty for violation, the runner shall be declared out even if the fielder or catcher loses the ball. A runner may slide in a collision with a fielder, or catcher

provided he is making a legitimate attempt to touch the base or reach the plate; not dislodge the ball.

15. If in the umpires judgment the collision was "flagrant", the runner shall be called out and ejected from the game.
16. The second team identified on the schedule is the home team.
17. The winning team must deliver the signed game sheets (from both teams) within 48 hours to the Category Director. If unable to deliver on the game day the score must be phoned in.
18. Both the first and last name must be printed on the score sheet. The home team must be the official scorekeeper of the game.
19. Umpires must sign both game sheets at the conclusion of the game.
20. The home team shall set up the diamond.
 - Base lines shall be:
 - Mosquito..... - 60 feet
 - Pee Wee..... - 70 feet
 - Bantam..... - 80 feet
 - Midget..... - 90 feet
 - Pitching distance shall be:
 - Mosquito..... - 44 feet
 - Pee Wee..... - 48 feet
 - Bantam..... - 54 feet
 - Midget..... - 60 feet, 6 inches
 - Batter's box
 - Mosquito, Pee Wee, Bantam.... - 3' x 6'
 - Midget..... - 4' x 6'
 - Batter's box to home plate
 - Mosquito, Pee Wee, Bantam.... - 4 inches
 - Midget..... - 6 inches
 - Maximum height pitcher's mound
 - Mosquito, Pee Wee..... - 6 inches
 - Bantam, Midget..... - 10 inches
21. If the game is rained out the Category Director will attempt to reschedule the game. In the event of rain before the game call the City of Edmonton Rain-Out Line, which has the final decision on field conditions. (496-4898 ext #2)
22. All games start at 6:30 unless the start time is delayed by inclement weather.
23. No new innings shall start after 8:30 PM and the final score will be the score at the time of the last completed inning started prior to 8:30 PM.
24. The Category Director must be notified of any changes to the schedule.
25. For all categories, all players are in the batting order with unlimited substitution for players in the field. If a pitcher is pulled he cannot re-enter the game as a pitcher.
26. All categories below Bantam have a 6 run - 3 out rule. The half inning will end after 6 runs score or 3 outs occur - whichever comes first. For Bantam and Midget, the 10 run mercy rule shall apply.

27. A legal team is allowed with a minimum of 8 players. There will be no automatic out of the ninth player in the batting order.

28. Pitchers may pitch a maximum of three innings per game and a maximum of six innings per week for Pee Wee and under. Bantam and Midget shall follow the Baseball Alberta pitching rules.

29. The Code of Conduct - Zero Tolerance Policy and the Fair Play Agreement are to be adhered to. Abuse of umpires, coaches or players will not be tolerated. Coaches are responsible for the conduct of their spectators.

30. Rules not covered or amended by these Northeast Zone Baseball Rules and Guidelines shall be governed by the rules and regulations contained in the Baseball Alberta Official Handbook of the current playing season and by Baseball Canada Rules and Regulations.