

## **Red Deer Minor Baseball Association Policies**

The Board of Directors of RDMBA discuss, set and approve operating policies of the association. Issues that are not covered under documented policy are, at regular Board meetings, discussed, voted and noted in meeting minutes. Documented policies can be viewed below:

### **REGISTRATION FEES REFUND POLICY**

Refunds for Rec registration fees will be given no later than the final day of registration, and are subject to a 20% administration fee.

### **BOARD MEMBER POLICY**

Any RDMBA board member that has been excused from the board of directors for a breach of code of conduct, neglecting to meet minimum attendance requirements or for a disregard of duties shall be ineligible to hold a board position for a period of two years.

### **COACH, MANAGER AND TREASURER POLICY**

It is the policy of RDMBA that on any given team the Head Coach, Team Manager and Team Treasurer positions must be held by three separate individuals, not related to one another, through family or marriage.

### **TEAM RESPONSIBILITY POLICY**

Each Rep team must provide an adult diamond prep/maintenance volunteer, or a committee of volunteers to share this position. In company with RDMBA, each player and parent should strive for the best possible playing facility.

### **RDMBA PLAYER IMPORT POLICY**

An import is defined as any player who wishes to play in Red Deer, who resides outside the City of Red Deer and who comes from a community which does not have a baseball program. In the case of Red Deer County players, if their closest baseball association is RDMBA, then they will not be considered an import. If there is another association that is closer than Red Deer, then they should be registered with that association, versus RDMBA.

If a player previously played with an association outside of Red Deer and their association does not have a team at that level for the current year, then they can try out in Red Deer but would be considered an import.

All imports must follow the Transfer Policy as outlined by Baseball Alberta.

There are no provisions for import players on any team except at the Midget (5) and Bantam (3) Performance Levels. There will be no carry-over of imports from year to year. Coaches at these levels will be allowed to make requests to the RDMBA Board of Directors for additional import players if they feel there is a need to increase the maximum import rule to fill out a team.

Appeals for other levels other than Performance will be reviewed by the Board of Directors of Red Deer Minor Baseball Association as required. All decisions of the board are final.

### **EXCEPTIONS (Grandfather Clause)**

If a player has played all their minor baseball in Red Deer, starting with Rookie (or Pre-Rookie, depending on the year they started), and live outside the city of Red Deer, they would not be considered an import. If they have an association that is closer, then RDMBA encourages them to register with that closer association originally, but will not refuse them at a tryout.

## **RD MBA UNIFORM POLICY**

The intent of this policy is to describe the uniforms that the performance and competitive teams will wear when representing RD MBA.

**Uniform Jersey's:** Uniform jerseys will be provided by the RD MBA. Uniform jerseys shall be either solid red or blue in color. The only cresting allowed on the jersey is the RD MBA crest along with the crest from the official sponsor.

**Pants:** All performance and competitive players/teams will supply their own pants. Pants shall be solid white in color, without pin-stripping or piping.

**Hats:** Hats will no longer be supplied by and purchased through RD MBA; they will now be purchased through RD MBA's online store. No other cresting/sponsorship will be allowed on the hats unless approved by the RD MBA board.

**Sleeves:** Sleeves are not provided by RD MBA. If sleeves are worn under the jerseys, they shall be solid red in color.

**Belts:** Belts will not be provided by RD MBA. Players/teams will supply their own belts which shall be red in color.

**Socks:** Socks will not be provided by RD MBA. Players/teams will supply their own socks which shall be red in color.

**Uniform usage:** Only official jerseys provided by RD MBA, shall be worn in games while representing RD MBA.

**Uniform Replacement:** Uniform jerseys shall be replaced as required and as determined by the RD MBA Asset Director.

Each team representing RD MBA in the performance and competitive divisions shall be provided with two sets of uniform jerseys. Jerseys are to be returned to the Asset Director at the end of each season. Failure to comply with this policy can lead to disciplinary actions as deemed appropriate by RD MBA.

## **DISCIPLINE POLICY**

The Board of Directors of RD MBA will address all disciplinary issues and their decisions will be final and binding. Disciplinary measures can include dismissal of such person(s) brought before the committee.

## **RD MBA GUIDELINES FOR TRAVELING EXPENSES OF NON-PARENT COACHES**

Non-parent coaches donate considerable time and energy and should not be expected to be out of pocket for traveling expenses. Parents who are also coaches would incur traveling expenses regardless and therefore, are expected to pay their own traveling expenses.

## **RD MBA ASSISTANCE**

RD MBA will provide expense reimbursement to non-parent coaches that are certified and registered, to a maximum of \$600.00/coach/year, and a maximum of \$1200.00/team, provided expenses are supported by valid receipts. Individual team managers are expected to be aware of the expenses and approve of the expenses prior to submission to RD MBA for reimbursement. Coaches receiving an honorarium are not eligible for additional expenses, travel or otherwise.

## **GUIDELINE FOR NON-PARENT COACHES**

Non-parent coaches are expected to be responsible with their demands for expense reimbursement. Whenever possible, attempts should be made to minimize direct expense to RD MBA through car pooling, shared accommodations and other reasonable measures.

The Head Coach of the Midget Performance AAA Braves will be entitled to an honorarium of \$3,000.00. RDMBA will pay this honorarium in three equal installments.

June 1st - \$1,000.00

July 1st - \$1,000.00

End of season, upon return of team equipment - \$1,000.00

## **COACH SELECTION PROCESS**

Coaching applicants must have completed the coaching application form, found on the RDMBA website, and submit it to RDMBA by January 31st of that calendar year. The exception to this rule is the Performance Midget AAA coach applications which are due earlier, that earlier date (usually around December 15th of the prior year) shall be determined by the RDMBA board and made aware to all RDMBA members through the website.

All coaching applications are forwarded to the Registrar.

The Registrar (with assistance from the Technical Director/Secretary) will ensure that.....

- All board members will be provided a copy of each application at the meeting and given ten minutes to peruse them. The applications will remain property of RDMBA and be surrendered to the Registrar at the conclusion of the interviews.
- Ensure the appropriate ballots be prepared.

## **INTERVIEW PROCESS**

The interviews are to be lead by RDMBA Board members in the designated order (unless they are a coaching applicant)

1. Technical Director
2. Rep Coordinator
3. President
4. Vice-President
5. Treasurer
6. Director's at Large
7. Secretary

The counting of ballots is to be conducted by the RDMBA board member designated to lead the interviews and the two board members following them on the list.

The vote for each round of voting will not be announced, just the result.

Only RDMBA board members are eligible to attend the Coach Selection process.

Voting members accepted by RDMBA on the interview date ARE NOT eligible to attend or vote at the coach selection process.

The board members will conduct an interview of each applicant (15 – 20mins in length) if deemed necessary.

Before the interview starts, each applicant must agree to accept the position if selected.

Interview questions are restricted to a list of questions compiled by RDMBA.

Once all interviews, if necessary, have been conducted, the board members will hold a brief discussion period (limit of 15mins) prior to the secret ballot vote.

### **VOTING PROCESS:**

#### **One applicant**

- Board members will have a short discussion regarding applicant, and will then vote on whether this applicant is qualified and appropriate for position or whether to continue looking for additional applicants.

#### **Two applicants**

- If there are two applicants for a position, the applicant with the most votes will be selected.  
- In the event of a tied number of votes, a five minute discussion is held among the board members, followed by a revote (secret ballot). If the vote remains tied, then one ballot is randomly drawn and the name on that ballot is selected as coach.

#### **Three applicants**

If there are three applicants (example: applicants X, Y, Z and 15 ballots) for a position, the following process is used:

##### **Phase 1**

- Board members vote for the coach of their preference.  
- If one applicant receives the majority of the votes, that applicant is selected.  
If no applicant receives the majority of the votes, and...  
- One applicant has a lower number of votes than the other two (X=6, Y=6, Z=3) he is removed from consideration.....move to Phase 2  
- two applicants (X=7, Y=4, Z=4) are tied with the lowest number of votes, there is a Phase 2 vote between Y and Z, the winner moving on to the final vote with X.  
- if there is a three way tie (X, Y, Z all have the same number of votes), one ballot will be randomly removed (X) and a Phase 2 vote takes place between Y and Z to determine who will join X in the final selection process (same voting process that pertains to Two Applicants)

##### **Phase 2**

- Board members vote for one of the two remaining applicants. The applicant with the most votes is selected.  
- In the event of a tied number of votes, a five minute discussion is held among the board members, followed by a revote (secret ballot). If the vote remains tied, then one ballot is randomly drawn and the name on that ballot is selected as coach.

### **CONCLUSION OF THE COACH SELECTION PROCESS**

- The designated RDMBA officials leading the interview process WILL NOT announce the final selection at the meeting, but post the announcement on the website once all the applicants have been contacted.  
  
- The designated RDMBA officials leading the interview process will first contact the selected applicant following the meeting process, then contact those not selected. Feedback regarding the decision WILL NOT be given.