

Unity Minor Ball Coaches Policy:

Coaches:

- Required to attend coaches meeting with the executive
- *All Coaches and/or assistant coaches are encouraged to become certified, with Technical level 1 and Theory A. These are now requirements for both Softball Sask. and Sask. Baseball for Provincials.*
- Shall receive Unity Minor Ball's coach's manual, a list of registered players, affiliation sheet and provincial sheet if required. The sheet(s) must be returned to the Softball or Baseball Co-ordinator **before** SBA or Softball Sask. deadline.
- All rosters shall be submitted to Unity Minor Ball Executive prior to May 10 of each year for approval. Any additions to the roster(s) after that date must have prior approval of Unity Minor Ball Executive.
- Shall attend the league meeting to schedule games and/or submit e-mail address to receive contact list
- Unity Minor Ball shall supply umpire(s) up to 10 games per year
- Shall contact all ball players on team at beginning of season to provide place(s) and time(s) of practices and games
- Shall, prior to any fund-raising, submit and receive approval for a proposed budget by June 1 of current ball season
- Shall forward all fund-raising moneys to the treasurer, who will allot accordingly to the team doing the fund-raising
- All cash winnings at a tournament shall be allocated 100% to that team
- Unity Minor Ball shall submit all tournament entry fees. The coach/manager shall contact the treasurer of Unity Minor Ball with their request.
- No team shall operate under a separate bank account
- Shall provide Umpire Co-ordinator with game schedule and tournament date(s) and notify Umpire Co-ordinator of rescheduled games or cancellations
- Shall check diamond availability with the appropriate Town of Unity representative for practises, games, double headers and any type of tournament.
- Shall find tournaments and exhibition games, check with the softball or baseball co-ordinator if you require assistance.
- Shall not purchase any equipment or supplies
- Shall contact the appropriate equipment co-ordinator for any supplies or repairs
- Shall request a volunteer or appoint a Booth Co-ordinator liaison for their team
- Your Booth Liaison shall notify the Booth Co-ordinator of Unity Minor Ball, if hosting a tournament or you request the booth to be opened. Please give a minimum of 2 weeks notice of date and number of teams entered in the tournament so the booth may be stocked
- Your Booth liaison shall work together with the Booth Co-ordinator to draw up a schedule for booth workers. The liaison shall inform the parents that they are responsible for working in the booth. If the parent (s) cannot work their shift or shift (s), it is their sole responsibility to find suitable replacement(s).
- Shall book a home game for Unity Minor Ball day (2nd Saturday in May, time & diamond will be assigned at coaches meeting)
- Shall collect and return all uniforms and equipment to the Equipment/Uniform co-ordinator for Unity Minor Ball, no later than 14 days after the completion of current ball season. **A uniform deposit cheque is on file with Unity Minor Ball and will be cashed if uniform is not returned.** Be sure you have maintained your player's uniforms assigned list, Learn to play are exempt.

Unity Minor ball shall be doing an annual Lotto Calendar Draw as a fundraiser. Each family in Unity Minor Ball shall receive one booklet to sell. The draws shall take place in the month of July.

HOSTING A TOURNAMENT: (this information applies to all types of tournaments)

- *All tournaments shall be a sanctioned event and registered with the appropriate association (Softball Sask. or Sask. Baseball)*
- The coach(s) shall notify Unity Minor Ball co-ordinator(s) of the proposed tournament date(s)
- Once approval has been granted the coach shall work with the Town of Unity designate on availability of diamond(s).
- The coach(s) shall contact the Umpire Co-ordinator to schedule umpires for the tournament(s). Each team shall be responsible for the umpire fees for the tournament(s). (\$20.00 per umpire per game)
- Any trophies, medals or monetary prizes shall be the financial responsibility of the hosting team.
- The coach(s) shall notify the Booth Co-ordinator of the tournament(s) as soon as possible and/or a minimum of two (2) weeks in advance. Each team shall be responsible for providing booth workers.
- All moneys received from tournament fund-raising shall come to Unity Minor Ball and 80% will be earmarked for the team raising the money.

PROVINCIAL REGISTRATION:

- Each team shall be responsible for collecting the Provincial Registration fee and completing the registration form. Both must be submitted to the treasurer of Unity Minor Ball no later than one (1) week prior to the deadline date of the governing bodies.

BID TO HOST:

- Coaches shall express to the executive, in writing, no later than Oct. 15 of the preceding year their interest to host Zones, Pre-provincials, and/or Provincials, or higher for the upcoming year.
- Once the executive has given approval for the bid, the coach shall work in conjunction with an appointed executive member and the Town of Unity representative to submit the bid. The contact person on the form shall be the President of Unity Minor Ball.
- In the event that two bids are awarded for the same weekend, a decision by the executive will be made if necessary.

HOSTING ZONES OR PRE-PROVINCIALS:

- Once the bid has been granted the Executive shall confirm with the coach(s) and the Town of Unity representative the date(s)
- The host team shall complete the map grant by working with the treasure, softball coordinator and/or baseball coordinator and have submitted within the time lime of the governing body
- The host team shall ensure that a protest committee is in place as per Softball Sask. and/or Sask. Baseball rules
- The coach(s) shall notify the Booth Co-ordinator as soon as the bid has been granted
- The host team shall appoint a booth liaison(s). They shall receive a phone list of booth workers from the Booth Co-ordinator and will be responsible for contacting and filling in the assigned work slots.
- The host team shall ensure that a grounds crew is in place and scorekeepers and announcers are scheduled for each game.
- All moneys received from the tournament fund-raising shall come to Unity Minor Ball with 80% to be earmarked for the team raising the money.

HOSTING PROVINCIALS:

- Once the bid has been granted the Executive shall confirm with the coach(s) and the Town of Unity representative the date(s)
- **A map grant must be prepared for this event and submitted on time to receive funding**
- The coach(s) shall notify the Booth Co-ordinator as soon as the bid has been granted
- The host team shall appoint a booth liaison(s). They shall receive a phone list of booth workers from the Booth Co-ordinator and will be responsible for contacting and filling in the assigned work slots.
- The host team shall charge a gate admission (20% of which goes to U.M.B.)
- the host team shall ensure that a grounds crew is in place
- The host team shall ensure qualified scorekeepers and announcers are scheduled for each game.
- The host team shall ensure that a protest committee is in place as per Softball Sask. and/or Sask. Baseball rules
- The host team shall contact the Secretary of Unity Minor Ball regarding the advertising. Local promotion shall be mandatory by the hosting team. (E.g. Town sign, Businesses, Newspaper, Poster and Radio)
- It is optional that the host team shall supply Welcome Bags and pins to Players and Coaches.
- A formal written request must be submitted to the Town of Unity 6 weeks prior to the event, should welcome bags and pins be desired.
- It is the responsibility of the host team to supply any other items to put in the Bags. (E.g. Businesses for discount items/coupons, juice boxes)
- The host team shall ensure that there are Opening and Closing Ceremonies.

Opening Ceremonies

- Master of Ceremonies
- Introduction of Teams, Umpires and Softball Sask. / Sask. Baseball Representatives
- O Canada
- Remarks from the Town of Unity or designate
- Remarks from the President of Minor Ball or designate

Closing Ceremonies

- Master of Ceremonies
- Presentation of Medals
- Remarks by Softball Sask./ Baseball Sask. representative

MAP GRANT

- a spending plan and a follow up must be completed and sent in to the governing body within the time limit stated in their hand book
- any hosting of an umpire clinic, coaching clinic, zone tournament, pre-provincial tournament, provincial tournament, pitching clinic, skills clinic and any other events that are covered in the hand books of Softball Sask and Sask Baseball
- map grants shall be prepared by the combination of treasurer, softball coordinator, baseball coordinator and the team or group hosting

FUNDRAISING:

For the purposes of this policy all *activities* that result in the generation of income for teams with the exception of tournament winnings shall be considered fund-raising, and are subject to the following policy:

- 1) **No team shall operate their team under a separate bank account**
- 2) All teams must receive approval from Unity Minor Ball executive prior to any fund-raising.
- 3) Any team wishing to fund-raise must submit a proposed budget and receive approval by June 1 of the current year
- 4) All fund-raising by any Unity Minor Ball team shall be 100% allocated to that team. The exception being any Unity Minor Ball team hosting tournaments, pre-provincials, zones and/or provincials will receive 80 % of the net profit with 20 % of the net profit going to Unity Minor Ball.
- 5) All proceeds generated by any team shall be submitted to the treasurer of Unity Minor Ball.
- 6) Any undisbursed funds shall remain with Unity Minor Ball.
- 7) The team(s) shall submit a follow up to their budget to Unity Minor Ball by the semi-annual meeting.
- 8) Unity Minor Ball shall not sanction the use of proceeds of fund-raising to cover expenses of coaches. Unity Minor Ball sanctions the use of proceeds to cover tournament entry fees and associated costs.

DONATIONS:

– Donations are exempt from Unity Minor Ball policy and the team receiving the donation retains 100%. If this donation is in the gift of money it will be received under Unity Minor Ball and ear marked appropriately for that team.

Softball Sask. / Sask. Baseball Annual Meetings:

A letter to executive from the person(s) wishing to attend annual meeting shall be submitted by the semi-annual meeting date and a decision will be made on what expenses will be covered by the executive.

Registration Fees for Coaches Clinics:

Any coaches interested in attending any type of coaching clinic and wish to have the fee(s) reimbursed. They shall submit a letter requesting payment for registration and mileage if applicable. Dependent upon availability of funds Unity Minor Ball will consider all requests.

Unity Minor Ball Participation Guidelines:

Any youth(s) who attend school in Unity and whose parent(s) reside in the Unity attendance area will be guaranteed a spot on Unity Minor Ball team(s). Thus he/she are a Unity player.

Where numbers are low, other eligible youth(s) in the area may play on Unity Minor Ball Team(s) up to 75% of the total roster. To qualify as an eligible youth(s) he/she must have been registered with Unity Minor Ball Association for 2 consecutive years. He/she will then be considered a Unity player.

All coaches and players shall have executive approval.

Player and Team responsibilities:

- 1. The coaching staff shall be responsible for the team conduct both on and off the field during the progress of the event and shall be accountable for all behaviours and keeping with the trust placed in them by the Saskatchewan Baseball and Softball Saskatchewan associations.**
- 2. All players and team personnel shall be expected to conduct themselves in a reasonable and acceptable manner**
- 3. Unacceptable or unsportsmanlike conduct shall include but not be limited to:**
 - swearing or abusive language
 - use of language which in any way refers to or reflects on team mates, opposing players, umpires or fans
 - any attempt by word or sign to incite a demonstration by fans
 - unnecessary physical contact with a player, coach, umpire or fan
 - throwing bats, helmet, equipment, etc.

Annual Tournaments:

Unity Minor Ball Day – 2nd Saturday in May

Softball

Mites

Squirts

Peewee Girls

Bantam Girls

Midget Girls

Baseball

Mosquito

Peewee

Bantam

Midget

These above assigned dates will be standard dates for each year. These groups will go ahead with the tournament pending they receive enough entries.