

Bradford Minor Baseball Association (BMBA): Hardball Select and Rep Operating Procedures

**updated 15/1/2019*

FINANCES

1. Each team is to open a separate bank account.
2. All money received through donation, fundraising etc., will be deposited into the bank account.
3. Each team is expected to raise enough funds to cover their entire budget for the year (tournaments, equipment, gear, etc.).
4. The association through registration fee will provide a full uniform including jersey, practice jersey, pants, hat, belt, and socks and will cover the cost of team registration for YSBA and YSBA Playdown tournament. Everything else involved will be solely on the team.
5. Bank statements for the year, as well as a full financial report, is to be presented to the Select/Rep Convenor twice a year; once before the season starts in late April /early May and once again at the conclusion of the season, end of August /Early September.
6. Whatever outstanding money is to be collected in full by seasons end.
7. Failure to provide full payment by the individual will result in suspension until fully paid.
8. A template for a full financial report can be provided if necessary, to any team that requires one.
9. The bank account is to be closed once balanced unless the team will be moving forward for the upcoming season.

COACHING

1. Coaches must fill in a coaching application posted on BMBA Website by August 15th to be approved for the upcoming season.
2. Tryouts will take place for the upcoming season in September/early October. For example, tryouts for a team in September of 2018 is for the 2019 team.

3. Each team should have a minimum of 4 coaches and a fully licensed trainer. BMBA will provide a full uniform for the 4 coaches.
4. Each Coach and Assistant Coach MUST have completed their coaching requirements necessary for their division. OBA website provides and lists coaching requirements for each division.
5. First year Rep and Select coaches receive a full calendar year grace period to complete the required courses, with a minimum of 5 courses that are necessary.
6. OBA Constitution states which courses at a minimum are required.
7. Receipts are to be given to the Select/Rep Convenor for the courses taken and to be reimbursed by BMBA.
8. A VSS (Vulnerable Sector Screening) is required by BMBA upon approval of the coaches for each division. A failed VSS will result in an expulsion from coaching for BMBA.

FUNDRAISING/SPONSORSHIP

1. All Fundraising events will be presented to Select/Rep Convenor for approval.
2. All money made from these fundraising events should be deposited in the team's bank account and used towards the upcoming seasons expenses.
3. The association has provided a sponsorship form to be given and signed by any potential sponsors.
4. The team is responsible for the necessary requirements based on package chosen by the sponsor.
5. The Select/Rep Convenor is to approve all sponsors from each team.
6. Teams are not to approach sponsors which are already sponsoring BMBA house league teams unless the sponsor has a player they wish to specifically sponsor on the team.
7. No logo or names of any of the sponsors are to be placed on the jersey, practice jersey, helmet or pants. The playing uniform must be kept as is. Equipment bags, jackets etc. are ok.
8. Each sponsor will receive a thank you for your donation letter by the team at some point throughout the season.

PLAYER ELIGIBILITY

1. All teams are to follow the import/export rule in the OBA rulebook. Each team can only take a certain number of players from out of town.
2. Any out of town player that intends on trying out for a specific team will have to obtain a release from their home centre.
3. Rules for releases and when it is warranted are on the OBA website.
4. Coaches may be suspended if an out of town potential player attends tryout without the appropriate release if necessary.

EQUIPMENT

1. A team is responsible through fundraising to purchase any type of equipment necessary or may want for the team.
2. BMBA will provide a bag with catcher's equipment if needed.
3. The team will also need to purchase a proper first aid kit for the team.
4. Anything else is at the team's discretion.

TOURNAMENTS

1. All tournaments are listed on the OBA website at some point in Nov/Dec/Jan.
2. Coaches and managers are responsible for booking and paying for whatever tournament they would like to attend.
3. Each coach/manager is to provide a list of tournaments the team will be attending to the Select/Rep Convenor.