

WANNEROO GIANTS BASEBALL CLUB

By-laws



Version 8.0 – August 2021

Document Control Record

WGBC-By-Laws _ Doc. No. WGBC-2017-002

Version	Date Released	Pages	Remarks
1.0	31 August 2017	All	Initial re-Draft
2.0	23 November 2017	All	Final Issue - member approval
3.0	15 June 2018	All	Clauses 4.1b, 5.3 & 9.5 amended
4.0	12 October 2018	Page 9	Clause 6.6 added
5.0	21 st January 2020	Page 10	Clause 8.2 amended
6.0	1 st July 2020	Page 14	Part B Clause 1.3 committee portfolio added
7.0	16 th March 2021	Page 10	Clause 8.2 amended, Clause 8.3 deleted
8.0	1 st August 2021	Page 9	Clause 5.2 reworded, Clause 5.3 amended

Printed copies are uncontrolled, original copy is available through the Club Secretary

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INTRODUCTION

These By-laws have been drafted to assist with the administration of the Wanneroo Giants Baseball Club Inc ("the Club") and should be read in conjunction with the Club's Constitution and assorted policies.

The By-laws will be reviewed and amended by the management committee as necessary in line with Rule 20 of the WGBC Constitution.

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

CLUB ETHOS

The culture at Wanneroo Giants has always been one of family atmosphere

- # Praise, encourage, support
- # Play hard but fair / Respect fellow members
- # Create Baseball pathways for players

DEFINITIONS

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) "**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 WGBC in accordance with these By-Laws.
- 3) "**Baseball**" means the game as played under the American and National League Rules of baseball as adopted and amended by the Baseball Australia and incorporating any local rules as determined by Baseball WA Inc.

- 4) "**Coach**" means any person whether playing or not who directs the play of a team or the training thereof.
- 5) "**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.
- 6) "**Fully Financial**" means with **no** monies, fines etc. owing to the WGBC.
- 7) "**Life Member**" means any member of the WGBC who has qualified for the status of Life Member under these By-Laws.
- 8) "**WGBC By-Laws**" means any By-Laws made by the WGBC pursuant to the powers contained in the Constitution.
- 9) "**WGBC**" means the Wanneroo Giants Baseball Club.
- 10) "**Meetings of the WGBC**" includes any General meeting or meeting of any subcommittee and adjournment thereof.
- 11) "**Office Bearers**" means the President and the members of the Committee 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.
- 12) "**Official**" means any WGBC Office Bearer, employee, umpire, Life Member, or Club committee or board personnel and includes all Club team personnel such as trainers, executive officers etc.
- 13) "**Player**" means any member of the WGBC, 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 WGBC or an affiliated body and includes any player, coach or manager of any team.
- 14) "**President**" 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.
- 15) "**Senior Player**" is a player eighteen years of age and over at the 31st of December in the season playing.
- 16) "**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.
- 17) "**The League**" means the West Australian Baseball League Incorporated.

- 18) "**Youth Player**" is a person under eighteen years of age at the 31st of December in the summer season playing.

Part A - Club Management

1. The Club

Teams of the Club shall colloquially be known as the GIANTS.

The registered office of the Club shall be at Tony Mateljan Park, Kingsway Sporting Complex, Hartman Road, Madeley or at such other address as shall from time to time be determined by the Club.

Club Logos are as follows:

Official Logo

The official Club Logo shall be used on all official documents and letters by the Executive Committee. No general committee member or club member is to use the logo on any document without the express permission of the Executive.



Variations

The Orange W inside the circle with Wanneroo Giants emblazed around the circle shall be used on all internal memos, newsletters, promotional etc



The Orange W with back edging is the official emblem used on all State League uniforms and all Club Caps.



2. Uniforms

Colours of the Club uniform shall be in Accordance with Rule 3 of the Constitution and as follows:

State League, State League 2 & BL-1 (U19) Teams

Predominately white top with black piping down front and orange **W** logo over the heart lapel. White pants with black piping down the outside of each leg. Black cap with orange **W** logo on the front and a black belt. BL Team is not required to have black piping down the side of pants.

Senior Grades (State League 3, A, B,C,D,E,F & Women)

Orange playing top, white pants (no piping required), Black cap with orange **W** on front and a black belt. Variations to this are if the Club has fielded a second team in the same grade then the second teams playing top will be Black. All other components will be the standard uniform (pants, cap & belt).

Junior Grades (BL 2, SL, IL & JL teams)

Orange playing top, white pants (no piping required), Black cap with orange **W** on front and a black belt. Variations to this are if the Club has fielded a second team in the same grade then the second teams playing top will be Black. A third team would have white tops. All other components will be the standard uniform (pants, cap & belt).

Little League Teams

LL Majors -

The club has several LL teams in this division and as such the uniform is as follows

Playing top in Orange, Black, White , Grey, (or other colour as determined by the committee) **grey** pants, black cap with orange **W** on front and a black belt.

Teams will be known as “Giants-Orange” etc.

LL Machine Pitch -

The club has several LL teams in this division and as such the uniform is as follows

Playing top in Orange, Black, White , Grey, (or other colour as determined by the committee) **grey** pants, black cap with orange **W** on front and a black belt.

Teams will be named after colours or as named by the Committee. Eg LL Orange, LL Black, LL Grey etc

3. Affiliation

The Club shall affiliate with the governing body of baseball in Western Australia in accordance with rule 4(c) of the constitution. The Club may also affiliate with other such organisations and Associations as the Committee deem appropriate.

Club representatives on those bodies shall be approved by the Management Committee and provide copies of minutes of each meeting.

Any new Club or group seeking affiliation with the WGBC shall make written application to the WGBC, 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 Executive Committee 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 Committee shall approve the application.

4. Membership

Membership of the WGBC shall be in accordance with Rule 7 of the constitution.

4.1 Classes of membership

a. Senior Playing Member

Senior Playing members shall comprise those members who desire to participate in the game of baseball and of securing selection in one of the clubs competitive Senior teams. They are also entitled to hold office and to vote. Refer to By-Law 5.1 for entitlements.

b. Junior Playing Member

Any person under the age of 18 years who is also registered to participate in the game of baseball. Subject to these By-laws, all Junior members are not entitled to vote nor be entitled to hold office.

As a representative of the Junior member, one (1) parent / legal guardian shall be afforded voting rights and shall be entitled to hold office on General Committee if they so wish. If the parent wishes to hold an Executive Committee position they shall apply for Associate Membership.

Junior player parents shall be afforded Honorary Social Membership but no entitlements are included unless the Social membership fee is paid.

c. **Associate Member**

Associate members shall comprise those members who desire to assist or promote the Club but do not wish to participate in the playing activities of the Club. They are entitled to hold office and to vote. Refer to By-Law 5.1 for entitlements.

d. **Social Member**

Social members shall comprise those persons other than playing or associate members who desire to support the Club and enjoy the benefits of Social Membership. They are not entitled to hold office nor entitled to vote. Refer to By-Law 5.1 for entitlements.

e. **Life Member**

Members who have been bestowed Life membership in accordance with Rule 7.7 of the constitution and the **WGBC** Life Membership Policy shall have full voting power at the Annual General and General Meetings and the ability to hold office. If still playing, annual playing fees shall be waived. Refer to By-Law 5.1 for entitlements.

f. **Honorary Member**

Honorary membership may be granted by any member of the Executive Committee. The length of membership shall be for fourteen (14) days only. Any person or persons who falls within the following categories may be elected as an Honorary Member :

- a. Persons of distinguished position or attainment
- b. a member of an interstate or international team
- c. officers of baseball's governing bodies
- d. an official or member of opposing teams

4.2 Senior and Junior members must be financial and registered on the prescribed Club registration form and accepted to membership by the Committee.

4.3 The maximum number of guests per member per day in accordance with the Liquor Licensing Act is five (5)

See Appendix 1 - Membership application

5. Membership Fees and Entitlements

- 5.1 The Committee shall set the fee structure at the first committee meeting after the AGM for each season and send the fee schedule out to all members along with playing registration papers and a membership application form prior to the Official Registration Day as set by committee (usually the first weekend in August).
- 5.2 Any player that wishes to be included in more than one team (junior or senior) must pay the higher fee and an additional \$100 to compensate the club due to the BWA team registration levee. Once a player plays 4 games for a team they are deemed to be a member of that team and therefore need to pay the additional costs as stated previously. Fee may be waived at Executive Committee discretion.
- 5.3 The Clubs Fee structure for the season is as follows

Senior Player	Standard Fee	\$350.00
State League 1 / State League 2	Standard Fee	\$450.00
Junior Player (BL / SL)	Standard Fee	\$310.00
Junior Player (IL / JL)	Standard Fee	\$280.00
Junior Player (LL major)	Standard Fee	\$210.00
Junior Player (LL minor)	Standard Fee	\$180.00
Junior Player (LL Machine Pitch)	Standard Fee	\$120.00
Junior Player (Baseball - TBWA Players)	Standard Fee	\$75.00
Challenger	Standard Fee	\$80.00

All playing Members are entitled to:

1. Membership card
2. Access to Club merchandise special deals
3. Access to Special offers from Club Sponsors
4. 1 x Giants 🍷 members car sticker

<u>Associate Member</u> (Twelve Months)	First Year Fee	\$40.00
	Renewal per year	\$20.00

Upon acceptance of membership Associate Members are entitled to:

1. Membership card
2. A voucher for Club merchandise to the value of \$30
3. 1 x Ticket to any social event (except Annual Trophy Presentation)
4. Access to Special offers from Club Sponsors

5. 1 x Giants *W* members car sticker

Upon membership renewal :

1. 1 x Ticket to any social event (except Annual Trophy Presentation)
2. Access to Special offers from Club Sponsors
3. 1 x Giants *W* members car sticker

<u>Social membership</u> (Twelve Months)	First Year Fee	\$20.00
	Renewal per year	\$10.00

Upon acceptance of membership Social Members are entitled to:

1. Membership card
2. A voucher for Club merchandise to the value of \$10
3. 1 x Ticket to any social event (except Annual Trophy Presentation)
4. Access to Special offers from Club Sponsors
- 5.. 1 x Giants *W* members car sticker

Upon membership renewal :

1. Access to Special offers from Club Sponsors
2. 1 x Giants *W* members car sticker

<u>Life membership</u>	\$ 0.00
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1. Life Member card
2. Life Member Club polo shirt
3. 2 x Tickets to the Senior Awards Night each season
4. 1 x Giants *W* members car sticker each season

Other Entitlements are at the discretion of the committee

6. Finances

- 6.1 All funds of the Club shall be deposited into the Club's Accounts held at such Bank or Financial institution as the Committee may determine.
- 6.2 All accounts due by the Club shall be paid by cheque or bank transfer after having been passed for payment at the committee meeting.
When immediate payment is necessary, the account shall be paid and action endorsed at the next Committee meeting.
- 6.3 The Treasurer shall table a statement showing the financial position of the Club at each Committee meeting.
- 6.4 The Treasurer shall produce a statement of Income/Expenditure, Assets/Liabilities for the Annual General Meeting.
- 6.5 The signatories for all Club accounts will be any two (2) of the following three (3). President, Secretary or Treasurer.

- 6.6 No committee person has the authority to purchase goods on behalf of another portfolio. If the person in a different portfolio can obtain a cheaper rate they must notify the Exec and liaise with the portfolio manager concerned. The actual Portfolio manager must sign the invoice prior to presenting to the Treasurer or presenting to the Exec committee if the purchase is required between meetings.

7. Voting

- 7.1 Voting at WGBC General meetings shall be in accordance with the Club's Constitution Rule 17.
- 7.2 Proxy Voting
A member shall be entitled to appoint in writing another person who is also a member of the club to be their proxy, and attend and vote at any general meeting of the club.
- 7.2.1 no member shall hold more than three (3) proxies
- 7.2.2 written notice of proxy shall be handed to the chairperson prior to the commencement of the meeting to which the proxy is appointed.

See Appendix 3 - Proxy vote form

8. Club Awards

- 8.1 Each season, the club acknowledges three (3) members for outstanding service and commitment to the club and to baseball. The presentation of these awards are made at the Senior awards night.
- 8.2 Members are invited to vote for another member whom they feel has achieved this service and commitment. Nominees can come from within Junior or Senior ranks and the same person is eligible for both the Clubperson award and Spirit of Wanneroo award.

"Clubperson" of the Year Award (Committee Person)

- Voted on by committee
- 3,2,1 voting slip
- Awarded to the Committee member/s with the most votes

This award is for a fellow committee member whom you consider to have made exceptional contribution to the club in an off-field role. Someone who devoted time over and above their normal portfolio duties in making sure Club operations ran smoothly

“Spirit of Wanneroo” Award (General Membership)

This award is for a person from the general membership who promotes the game of baseball while at the same time giving the Wanneroo GIANTS Baseball Club high priority. This award can be given to a player, coach, or a person within the Club that stands out above all others.

8.4 “Randy McCoy” Award

This award is named after a “legend” of the club and awarded at the Senior Awards night where there will be a countdown to the No. 1 Randy McCoy legendary act of the season.

See Appendix 8 - Club Awards Voting form

9. Policies and Procedures

- 9.1 The current version of the Club’s codes, policies and procedures must be published on the Club’s website.
- 9.2 All members are required to read, understand and accept the Club’s codes, policies and procedures prior to registration of membership.
- 9.3 All codes, policies and procedures may be amended by the committee, at a committee meeting, by majority vote.
- 9.4 The Club will make every endeavour to inform any member of any changes to the codes, policies and procedures of the Club verbally and in writing, by publishing any changes on the Club’s website, Facebook page or by using any other social media application that the Club uses.
- 9.5 The Club’s codes, policies and procedures are outlined in the following documents:

- **DRUG and ALCOHOL POLICY**

This policy outlines the requirements of members of the Club in respect to Drugs, Alcohol consumption and intoxication.

- **CODES OF CONDUCT**

This policy outlines the sportsman-like codes of behaviour expected of members of the Club (including officials, coaches, players and parents).

The club does not have any codes of conduct at this stage

- **GRIEVANCE POLICY AND PROCEDURES**

This policy outlines how grievances are dealt with both internally and externally, who should manage the grievance and how outcomes are conveyed.

The club does not have a policy at this stage

- **MEDIA POLICY**

This policy outlines the type of information (including photographs) displayed on the Club's website, Facebook page, phone app and any other social media forums. The policy also extends to other mainstream media services such as newspaper and radio.

- **MEMBER PROTECTION POLICY**

This policy outlines the legal and ethical rights and responsibilities and the standards of behaviour that are required from members of the Club. It also covers the care and protection of children participating in our club's activities.

- **SAFETY POLICY**

This policy outlines all issues surrounding the safe operation of equipment, best practices in conducting safe training sessions, addresses the safe management of injuries and improvement of facilities, equipment and training so as to provide the safest possible environment for members of the Club.

- **SERVICE OF ALCOHOL POLICY**

This policy outlines the Club's responsibilities both legislatively and morally, thus providing members and guests with a safe environment when alcohol is served at Club events, whilst also ensuring the Club meets all legal responsibilities in terms of the Liquor Act and responsible service of alcohol.

10. Indemnity

- 10.1 Every Office Bearer, or member of any Committee or other employee, servant or officer of the WGBC shall be indemnified out of the funds of the WGBC 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 WGBC in the discharge or in the purported or intended discharge of his duties.

Part B - Committee & Portfolio Descriptions

1. Committee Structure

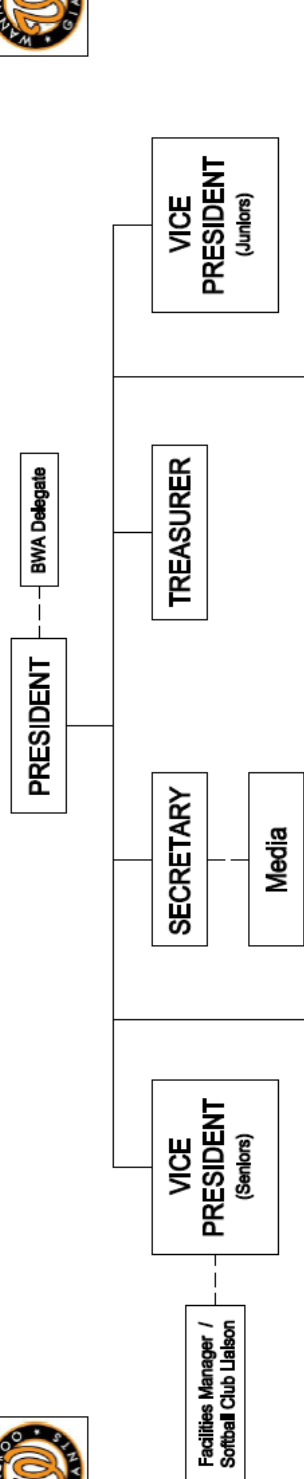
- 1.1 The following Committee Positions form the Executive of the Club:
- a. President
 - b. V. President (2 – VP Seniors & VP Juniors)
 - c. Secretary
 - d. Treasurer
- 1.2 No Committee member shall hold more than one (1) position on the Executive.
- 1.3 General Committee portfolios are as follows:
- ♦ Registrar
 - ♦ Head Coach
 - ♦ BWA Umpires Co-ordinator
 - ♦ Scoring Co-ordinator
 - ♦ L.L. Co-ordinator
 - ♦ Junior Development Officer
 - ♦ Media
 - ♦ Canteen Manager
 - ♦ Bar Manager / Facilities Liaison
 - ♦ Sponsorship
 - ♦ Equipment
 - ♦ Uniforms
 - ♦ Grounds
 - ♦ Merchandise
 - ♦ Photos & Trophies
 - ♦ Events (Social & fundraising)
 - ♦ Participation Officer
- 1.4 Committee portfolios map is shown overleaf.

See Appendix 2 - Committee Nomination Form

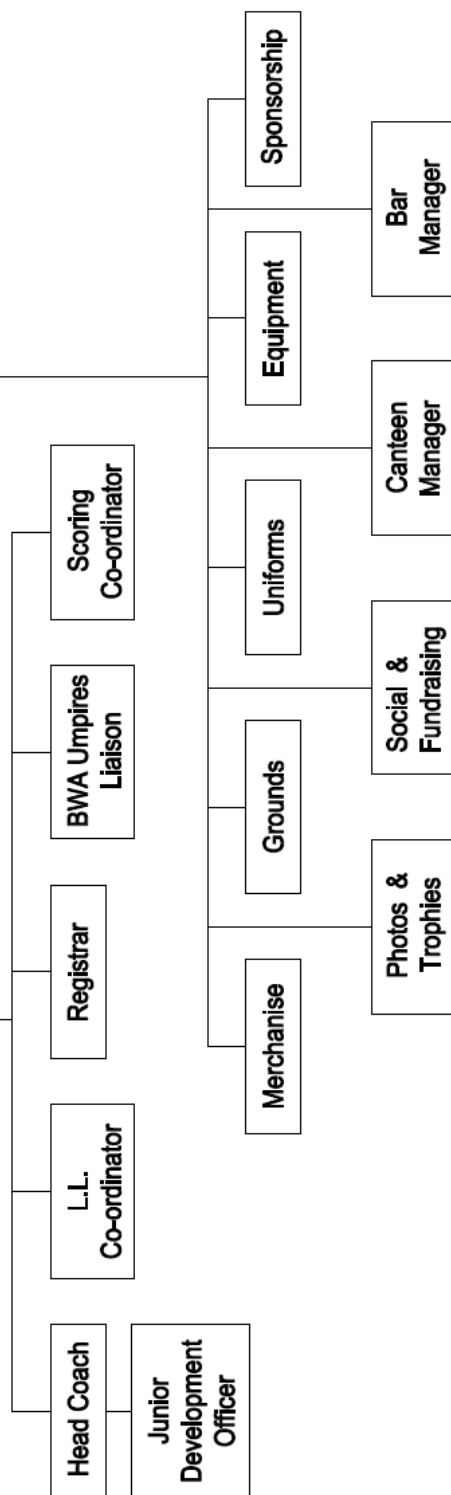
Wanneroo GIANTS Baseball Club



EXECUTIVE



General Committee



2. Meeting Agendas

- 2.1 Agendas for committee, annual general and special general meetings are to be prepared by the Club's Secretary.
- 2.2 Agendas for committee meetings must be provided to committee members 36 hours prior to the committee meetings to which the agenda relates.
- 2.3 Agendas for annual general or special general meetings must be provided to all members no later than 21 days prior to the annual general or special general meeting. Samples are as follows

See Appendix 4 - General Meeting agenda

See Appendix 5 - AGM Meeting Agenda

3. Portfolio Duties Descriptions

- 3.1 The Secretary shall keep Duties Descriptions of each Committee Portfolio and distribute them to all incoming Committee Members prior to the first general meeting after the AGM.
- 3.2 At the first general meeting after the AGM all incoming committee members shall indicate which portfolio they wish to oversee.
- 3.3 If an incoming committee member has an interest in performing a specific portfolio they may inform the secretary prior to the first general meeting on a first come basis.

Part C - BASEBALL AFFAIRS

1. Registration

- 1.1 All playing members of the club shall register using the prescribed form or forms as shall from time to time be determined by the Club.
- 1.2 All players shall pay minimum of \$100.00 for registration to be accepted
- 1.3 If a player wishes to make suitable arrangements with the Club Registrar to pay off fees in instalments, each payment must be made on time. The maximum number of repayments shall be ten (10) on a fortnightly basis.
- 1.4 Registration forms are updated on a yearly basis, samples are as follows

See Appendix 6 - Senior Player Registration form

See Appendix 7 - Junior Player Registration form

2. Appointment of Coaches

- 2.1 Any member wishing to make application to coach must do so on the prescribed application form and return it to the club Secretary by the fixed date for closure of Applications.

See Appendix 8 - Coaching Application form
- 2.2 Selection of all coaches will be made by a sub-committee and presented to a general meeting for final approval. The Sub-committee shall be : President, VP Seniors & VP Juniors.
- 2.4 Coaches must be selected by the sub-committee within 7 days of the date fixed for the closure of applications. The sub-committee shall then notify the Club's Secretary of the selection of the coaches within 24 hours of the coaching selection meeting. In turn, the Secretary shall notify all applicants of the result of their application within 24 hours of notification of the results by the subcommittee.
- 2.5 All successful applicants must accept or withdraw their appointment within 48 hours of notification by the Club's Secretary. Unsuccessful applicants may appeal the decision of the sub-committee by following the Club's grievance procedures.

2.6 State League Coach :

- 2.6.1 The Club shall take all steps necessary to appoint the best qualified person to deliver the Club's on field objectives and run the Junior Development program.
- 2.6.2 The selection panel when interviewing for the role shall be The President, Vice President Seniors and 1 other person of the President's choosing.
- 2.6.3 The Secretary shall keep such documentation for an advertisement to entice the best calibre coaches to apply. Upon direction from the Committee shall advertise for the position Nationally via the Governing Bodies websites and other such media outlets.
- 2.6.4 The full Executive Committee shall ratify the recommendation put forward by the selection panel. If the 3rd person on the selection panel is another Executive member no ratification is required.

3. Grading of Players

- 3.1 Senior Social Grades (SL3 and lower) are teams formed mostly by friends wishing to play baseball together and are therefore not graded. There maybe some movement of players between grades to find a more suitable level.
- 3.2 All Juniors are invited to Spring training sessions prior to the season as part of the Club's Junior Development Program. Senior coaches and players run skill drills and game situations to test junior players on their ability. After completing 3 weeks of Skill sessions all Junior players in JL, IL, SL & BL are graded into teams for the season. There maybe some movement of players between Teams in the first 3-4 weeks of competition to find a more suitable level.
- 3.3 All Little League players are not graded but placed into teams based on playing baseball with friends. All players are invited to the Spring Training skill sessions as part of the Club's Junior Development Program.

4. Player Eligibility & Selection

- 4.1 Un-financial Players WILL NOT be eligible to play after round 3 of fixtures unless the player has entered into a payment plan with the Club Registrar.

- 4.2 All payment plans must be finalised prior to the 1st fixture in December.
- 4.3 All players in Social Grades and Junior Grades **ARE** entitled to play a minimum of ½ a game of baseball each week. Coaches and managers must be vigilant in rotating the playing group such that the same players do not start on the bench each week.
- 4.4 Junior players playing up in senior Social grades shall not start on the field where that team has the minimum 9 players unless :
- a Senior player in the team requests to start on the bench.
 - b the junior players has paid Senior Grade registration fees.
- 4.5 The State League/AAA squad will select the best available team for each team to put on the field on a weekly basis regardless of seniority.

5. Team Trophies

- 5.1 All Senior Grades (SL3, A, B, C, D, E, F, Women & Junior Grades (BL, SL, JL & IL) have the following team trophies.

MVP (BEST & FAIREST TROPHY)

This trophy is based on votes given each week, (being 3, 2 and 1) recorded at that time and placed in a sealed envelop and then placed in the appropriate box in the clubhouse. The votes are counted after the completion of the regular season. In the absence of a public count, the scoring co-ordinator shall tally the votes.

BATTING TROPHY

This trophy shall be awarded to the person with the highest batting average at the end of the regular season as shown in the team stats. 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. The coach should however justify his reasons for awarding such trophy and point these reasons out on Presentation Night.

5.2 **SL2 (State League reserve)**

SL2 team trophies are as follows

- a. MVP (as above)
- b. Batting award (as above)
- c. Coaches award (as above)
- d. RBI's award
Batting award based on stats for the batter who hits the most
RBI's for the season
- e. ERA award
Pitching award for the pitcher with the lowest ERA for the season
(earned run average)

5.3 **State League (SL1)**

State League team trophies are as follows

- a. MVP (as above) #
- b. Batting award (as above)
- c. Coaches award (as above)
- d. RBI's award (as per sub clause 5.2d) #
- e. ERA award (as per sub-clause 5.2e) #
- f. Golden Glove award for fielding
- g. 'Jake Turnbull' Rookie of the Year #
most outstanding first year player
(less than 20 games)

Awards shown above with (#) also carry a Perpetual Trophy

5.4 **Little League**

Each Little League player shall receive a participation medallion

8. ***MATTERS NOT DEALT WITH.***

Any matter of any kind whatsoever not dealt with or provided for in these By-Laws of the WGBC may be dealt with in such manner as the committee may deem appropriate.

APPENDIX 1 - Membership Application



Application for Membership

First Name Last Name

Date of Birth Email

Phone (H) Phone (M)

Preferred Contact

Address Suburb

State Postcode

Occupation

I am interested in

☐ Playing Membership ☐ Associate Membership ☐ Social Membership ☐ Family Membership

☐ If this application is accepted,

I hereby agree to abide by the rules & By-Laws of the Wanneroo Giants Baseball Club and any other conditions set by the Management of the Club which may vary from time to time.

Applicant's Signature :

Date

For Associate Membership only

<input type="text"/>	<input type="text"/>
Nominated by :	Seconded by :
<input type="text"/>	<input type="text"/>
Date	Date

Club Secretary use :

☐ Accepted by committee ☐ Membership Card Issued

Membership No. Card Issue date

MEMBERSHIP APPLICATION FORM - Doc. No. WGBC 2017 - F001
PRINTED COPIES ARE UNCONTROLLED - CONTROLLED COPY IS AVAILABLE THROUGH THE SECRETARY

APPENDIX 2 - Application for Committee



COMMITTEE NOMINATION FORM

Should you wish to nominate a Financial Club Member to be an Officer or Member of Committee of the Wanneroo Giants Baseball Club Inc. for 2017/2018, please complete the details below and forward to the Club Secretary (Ron Bullingham) by Email to:

giants_secretary@iinet.net.au on or before Close of Business Friday 6th May 2017.

Date of Nomination: ____ / ____ / 2017

I wish to Nominate _____ for the position of
(Name of Financial Club Member)

- | | |
|--|---------------------------------|
| <input type="radio"/> President | <input type="radio"/> Secretary |
| <input type="radio"/> V. President (Seniors) | <input type="radio"/> Treasurer |
| <input type="radio"/> V. President (Juniors) | <input type="radio"/> Registrar |
| <input type="radio"/> General Committee | |

Proposed by: _____
(Print Name of Financial Club Member)

(Signature)

Seconded by: _____
(Print Name of Financial Club Member)

(Signature)

APPENDIX 3 - Proxy Vote Form



PROXY VOTE FORM

APPOINTMENT OF PROXY

I,
(Insert MEMBER'S name)

..

of.....
(Insert MEMBER'S address)

being a member of.....
(Wanneroo Giants baseball Club WA Inc)

APPOINT

.....
(Insert PROXY'S name)

who also is a member of Wanneroo Giants Baseball Club WA Inc, as my proxy.

My proxy is authorised to vote on my behalf: (Tick ☐ only **ONE** of the following)

☐

at the general meeting/s (and any adjournments of the meeting/s) on

.....
(Insert relevant date/s)

OR

☐

in relation to the following resolutions and/or nominations

In favour:

.....
.....
.....

(Insert resolution Nos, brief description or

Against:

.....
.....
.....

(Insert resolution Nos. brief description or
nominees' name/s) nominees' name/s)

Signature:..... Date:.....
(of Member appointing Proxy)

APPENDIX 4 - General Meeting Agenda



GENERAL COMMITTEE MEETINGS - AGENDA

- | | | |
|----|--|---|
| 1. | Attendance & Apologies | O |
| 2. | Confirmation of Previous Minutes | O |
| 3. | Business Arising from Previous Minutes | O |
| 4. | Correspondence In | O |
| 5. | Correspondence Out | O |
| 6. | Treasurer's Report | O |
| 7. | Acceptance of Treasurer's Report | O |

Executive Reports

- | | | |
|-----|--------------------|---|
| 8. | Registrar's Report | O |
| 9. | President's Report | O |
| 10. | V.P. Seniors | O |
| 11. | V.P. Juniors | O |

Portfolios - Baseball Affairs

- | | | |
|-----|-------------------------------|---|
| 12. | Registrar | O |
| 13. | Head Coach | O |
| 14. | BWA Umpires Co-ordinator | O |
| 15. | Junior Development Officer | O |
| 16. | L.L. Co-ordinator | O |
| 17. | Charter Reports - (SL JL LL) | O |
| 18. | Scoring Co-ordinator | O |

Portfolios - Club Operations

- | | | |
|-----|---|---|
| 19. | Canteen | O |
| 20. | Bar Manager | O |
| 21. | Facilities Manager / Softball Liaison | O |
| 22. | Sponsorship | O |
| 23. | Equipment | O |
| 24. | Uniforms | O |
| 25. | Merchandise | O |
| 26. | Grounds | O |
| 27. | Photos & Trophies | O |
| 28. | Fundraising | O |
| 29. | Social events | O |
| 30. | Media (newsletters, website, facebook, twitter) | O |
| 31. | General Business | |

APPENDIX 5 - AGM Agenda



2018-19 AGM - AGENDA

- | | | |
|-----|---|---|
| 1. | Opening of Meeting & Welcome | O |
| 2. | Attendance & Apologies | O |
| 3. | Confirmation of previous Minutes (AGM & Special GM) | O |
| 4. | Treasurer's Report | O |
| 5. | Acceptance of Treasurer's Report | O |
| 6. | Executive Reports | |
| 6.1 | President | O |
| 6.2 | Secretary | O |
| 7. | Elections of Incoming Committee | O |
| 8. | Handover to New Committee | O |
| 9. | Other Business | O |
| 10. | Closure of Meeting | O |
-

APPENDIX 6 - Senior Player Registration Form



2017-18 SENIOR PLAYER REGISTRATION FORM

Surname _____ Given Name(s) _____

Address _____

Suburb _____ Postcode _____ Date of Birth _____

Tel. No. _____ Mb. No. _____

Email _____

Occupation _____ Employer _____

Medical Condition(s) _____

Emergency Contact Name _____ Emergency Contact No _____

Which level do you wish to play at

☐ S.L. ☐ AAA ☐ AA ☐ A ☐ B ☐ C ☐ D ☐ E ☐ F ☐ Women

I agree to be bound by and abide by the rules and by laws of Wanneroo GIANTS Baseball Club (Inc)

Player Signature _____ Date _____

Playing fees must accompany this registration form. Un-financial players will not be permitted to play after round 3 of fixtures. Arrangements can be made with the Club Registrar in confidence.

REGISTRATION FEES

State League / AAA Players	\$450
Senior Grades (AA and below)	\$340

Please complete and forward with the appropriate amount to:

The Registrar, Wanneroo GIANTS Baseball Club, 30 Shenandoah Mews, Currambine 6028 or
present on registration days – ***Saturday 5th August and 12th August from 1.00pm till 4.00pm***

Registrar Use Only

ABF Member No. _____ Date Registered _____

Amount Paid \$ _____ Date Paid _____ Receipt No # _____

Amount Paid \$ _____ Date Paid _____ Receipt No # _____

Amount Paid \$ _____ Date Paid _____ Receipt No # _____

Amount Paid \$ _____ Date Paid _____ Receipt No # _____

SENIOR REGISTRATION FORM _ Doc. No. WGBC-2017 – F004

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APPENDIX 7 - Junior Player Registration Form



2017-18 JUNIOR PLAYER REGISTRATION FORM

Surname _____ Given Name(s) _____

Address _____

Suburb _____ Postcode _____ Date of Birth _____

Tel. No. _____ Mb. No. _____ Birth Cert No. (new players only) _____

Email _____

School currently attending _____

Fathers Name _____ Mothers Name _____

Medical Condition(s) _____

Emergency Contact Name _____ Emergency Contact No _____

Team mates you wish to play with (Little League only) _____

Big League & Senior League players Only –

please tick the appropriate circle if you are interested in playing Senior baseball this season

☐

every week

☐

when called upon

☐

not at all

I agree to be bound by and abide by the rules and by laws of Wanneroo GIANTS Baseball Club (Inc)

Player Signature _____ Date _____

Parent Signature _____ Date _____

Playing fees must accompany this registration form. Un-financial players will not be permitted to play after round 3 of fixtures. Arrangements can be made with the Club Registrar in confidence.

REGISTRATION FEES

TBWA Players	\$100	Machine Pitch	\$140	Little League	\$170
Junior / Intermediate / Senior League	\$275	Big League	\$295		

Please complete and forward with the appropriate amount to:

The Registrar, Wanneroo GIANTS Baseball Club, 30 Shenandoah Mews, Currumbine 6028 or
present on registration days – Saturday 5th August and 12th August from 1.00pm till 4.00pm

Registrar Use Only

ABF Member No. _____ Date Registered _____

Amount Paid \$ _____ Date Paid _____ Receipt No # _____

Amount Paid \$ _____ Date Paid _____ Receipt No # _____

JUNIOR REGISTRATION FORM _ Doc. No. WGBC-2017 – F005

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APPENDIX 8 - Coaching Application



COACHING APPLICATION FORM

Please tick which position you are applying for.

- | | | |
|--|--|---|
| <input type="checkbox"/> State League | <input type="checkbox"/> AAA | <input type="checkbox"/> Senior Grade _____ |
| <input type="checkbox"/> Little League | <input type="checkbox"/> Machine Pitch | <input type="checkbox"/> Junior Grade _____ |

NAME: _____

ADDRESS: _____

POST CODE: _____

TEL: (H) _____ (Mb) _____

EMAIL: _____

QUALIFICATIONS: ☐ Level 1 ☐ Level 2 ☐ Level 3 ☐ Level 4

Please note to be eligible for appointment the Applicants must:

- Must hold a current minimum BWA Level 1 coaching qualification (Development coaching accreditation will be highly regarded)
- Be a current member of BaseballWA
- Have a current Police Check
- Working with Children Check will apply if this application is for a Junior role

PREVIOUS COACHING POSITION (last season): _____

EXPERIENCE SUMMARY:

Please attach a more detailed resume of your coaching experience.

I understand that I will need to attend all WGBC Coaches meetings and, if a Junior Coach, follow the WGBC Junior Development Program .

I am aware of the duties and responsibilities of the position as detailed in the position description and agree to undergo a police person history check and adhere to all WGBC (Inc) policies and procedures.

Applicant's signature: _____ Date: _____

Return application to :
Secretary
Wanneroo Giants Baseball Club
PO Box 1338, Wangara 6914
OR
Email: giants_secretary@iinet.net.au

Coaching Application form _ Doc. No. WGBC-2017 - F006

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APPENDIX 9 - Club Awards Voting Form



WANNEROO GIANTS BASEBALL CLUB AWARD NOMINATION FORM

At Senior Trophy night each year, the club acknowledges two recipients of the following awards. Your nomination can be a Junior or Senior person, the same person for both awards or 2 different people. Please take the time to place your vote.

CLUB PERSON OF THE YEAR

"Club Person of the Year" is a committee member you consider to have committed their time and effort to keeping the club operating smoothly and efficiently.

Someone who has devoted time to making sure everything is prepared in order to host other clubs. This can include preparation of grounds, organizing umpires, running canteen, organizing rosters for grounds and canteen, book keeping etc.

Nomination.....

THE SPIRIT OF WANNEROO

"The Spirit of Wanneroo" award goes to a person you consider promotes the game of baseball and who gives the Wanneroo GIANTS Baseball Club high priority.

This award can be given to a player, committee person, coach, or a person in the Club that stands out above all others.

Nomination.....