

February – 2020

## **TECUMSEH BASEBALL CLUB**

### **MANAGERIAL RESPONSIBILITIES**



#### **T.B.C. PHILOSOPHY**

**To promote and develop recreational baseball programs and sportsmanship for the youth of the area (bantam thru senior programs)**

**To build knowledge and skill of the players in the game of baseball**

**To develop a positive attitude towards sportsmanship in regards to both winning and losing**

**To help develop the habits and attitude in youth that is associated with responsible behavior through counsel and example**

#### **EQUIPMENT/UNIFORMS**

- 1) Equipment day (T.B.D.) will be set for all Tecumseh Baseball club players, managers, coaches, etc. This day is designated to size, distribute and record uniforms for each of the teams. The equipment manager will supervise this procedure. Any players coming to their respective teams at a later date must arrange an individual meeting with the equipment manager and ensure all the required registration **& insurance information** forms are filled out prior to the meeting. They must also notify the team manager of this meeting.
- 2) Registration and the uniform contract totaling **\*\* \$450 (Midget u16 & u18) Incl. Helmet. Extra Pants \$45, \$400.00 (Junior, Senior AAA), \$325 (Senior A)** is due and payable by cash, cheque (Made out to Tecumseh Baseball Club) , or e-transfer ([TBCtreasurer@hotmail.com](mailto:TBCtreasurer@hotmail.com)) upon picking up the uniforms (April). Uniform Contract will be deemed released when the uniform is returned cleaned and intact The fee above **will be the 2020 registration fee** for the season and disbursed as association operating expenses.

**\*\*NO MONEY -- NO UNIFORM --NO PLAY\*\***

- 3) Each team member is responsible for returning the equipment and uniforms they received to the Tecumseh Baseball Club equipment manager (Rob Murphy) or the President ( Jamie Kell) by September 15th. of that season .
- 4) Uniforms are to be used for games only, not for practices or any other activity unless authorized by the Board . (parade, photos etc.)
- 5) Each manager will be allotted 4 new baseballs per home game. Keep Semi-Game used Baseballs for future games if needed separately(\$88/doz) . No manager will purchase supplies **ESPECIALLY USA.** buys on his own unless consulting with and receiving approval from the T.B.C. Equipment Manager, or Jamie Kell beforehand. . Managers must ensure that approved U.S. purchases are accompanied by properly completed customs clearance documents and associated paid duty charges . Approved out of pocket expenses will be reimbursed by T.B.C.
- 6) All managers, coaches and players are expected to respect and treat all equipment and uniforms as they would their own personal belongings.
- 7) Managers are responsible for maintaining the provided first-aid kit and will receive replacement items from the equipment manager (Rob Murphy).
- 8) Wear only uniforms and hats provided and approved by the T.B.C.

### **CLUBHOUSE AND FIELD RULES**

- 1) All warm-ups will take place down the right and left field grass outfield areas. Managers are responsible for informing all visiting teams to ‘Stay off the foul lines.’
- 2) No batting practice will take place with the batter or pitcher standing on the grassed areas.
- 3) Managers are responsible to open and secure all fence gates and doors to club property, including public washroom and St. Pius gate to school parking lot and P.A booth.
- 4) Soft toss is restricted to designated areas **on special screening only.**
- 5) Lights are not to be used for practices without prior permission from the club President or 1<sup>st</sup> Vice-President in lieu of the President’s absence.
- 6) Managers and coaches are responsible for turning off field lights **\*\*immediately\*\*** upon completion of game as well as replacing the infield tarps securely and responsible for closing and locking all complex gates and locker room and washroom doors.

- 7) In the event the field conditions are questionable (damp, muddy etc.) do not attempt to improve the playing condition (by using turf, quik dry, excessive raking etc.) until the situation is reviewed with the groundskeeper or Jamie Kell who will subsequently decide, monitor and supervise any required actions to improve the playing condition of the field.

**NOTE: This applies to games and practices**

**NOTE: If field is not playable no part is to be used for any activity (practice)**

- 8) Pick up and clean garbage from both dugouts.
- 9) **UMPIRE FEES & Scheduling** for **PRE-SEASON** or any **EXHIBITION** Inter-squad / division games are the **RESPONSIBILITY** of **THE TEAM** or teams involved . **Two** exhibition non-organizational games are covered by T.B.C. .

### **ADMINISTRATIVE**

- 1) Carding players – required to submit 9 player contracts and 1 coach by the first Friday in May (OBA) – remainder of roster by June 30<sup>th</sup> along with necessary releases. (P1 – 6(F))
- 2) Players from out of town will not be the responsibility of the team they play for (e.g. living accommodations, jobs)
- 3) Team fund raising requires T.B.C. Board of Directors permission – all liabilities will be the responsibility of said team – all requests for fund raising events must be in writing – *all monies made by fund raising must be turned in to the executive . Expenditures **MUST BE SUPPORTED** with receipts, **INVOICES**, and correspondence .*
- 4) Use The Tecumseh Thunder Team, Website and/or Twitter Page for Association updates info and inclement weather reports. **Cancelling Games need to be at min. 2 hours prior to game time.**
- 5) Managers must receive Board permission to play in any league. You must be prepared to attend all league meetings and report back to T.B.C . directors
- 6) Managers must use provided **FINANCIAL / Expenditure Control Sheet** and notify the board member (Secretary) responsible for monitoring their team's cash flow with any updated activity that affects the bottom line (monies in or monies out) . And also provide information on the upcoming season (tournaments, schedules, clinics, special potential expenses, wrap-up events, fundraising etc.)

- 7) Out-of province coverage for **VERIFIED Un-insured** participants will **NOT** be covered by the T.B.C.
  
- 8) Managers and coaches are responsible for obtaining and paying for the necessary coaching levels, credits and certification . Please visit the OBA (Baseball Ontario), Baseball Canada and Sun Parlor (SPBA) websites for guidelines requirements, clinic listings and specifics . Expenses will be reimbursed by T.B.C. once your three year coaching or managing membership tenure with T.B.C. is completed **AFTER** the course is successfully taken .

### **PHONE NUMBERS :**

Managers are responsible for contacting the necessary people in scheduling, or rescheduling games:

- a) Umpires \_\_\_\_\_
- b) Concession stand Bob Stezycki 519-735-2268
- c) Windsor Star \_\_\_\_\_
- d) T.B.C. scheduler – Jamie Kell 519-735-2184 XT 127**(W)** / 519-819-5355**(C)**
- e) Grounds Crew \_\_\_\_\_

### **f) MEMBERS for REFERENCE :**

Jamie Kell 519-819-5355  
 Gayle Lachapelle 519- 735- 3248  
 Robert Stezycki 519- 735- 2268  
 Bob Fitzpatrick 519- 735- 6903  
 Marty Deschamps 519 254 8454

### **ONTARIO ELIMINATION TOURNAMENT**

- 1) Must have roster set by June 30<sup>th</sup> ( Registration by JUNE 15th) .
  
- 2) Expenses are the responsibility of the team. Some of these costs could be deferred by fund raising upon approval from T.B.C. Board of Directors.
  
- 3) Entry fee is the responsibility of the T.B.C.

- 4) All decisions regarding player advancement to a higher level of play during Ontario Elimination tournament must be brought to Board two(2) weeks prior to tournament dates

### **CANADIAN CHAMPIONSHIP TOURNAMENT**

- 1) Transportation budget will be set out by discussing needs with the Board of Directors and availability of association funds.
- 2) Must at least have seen a player play before signing as pickup – verify with at least two other coaches.
- 3) Try to stay as local as possible.