



Baseball Victoria – Terms of Reference

Baseball Victoria Junior
Committee

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Contents

ESTABLISHMENT.....2

PURPOSE.....2

DELEGATED AUTHORITY2

MEMBERSHIP.....3

MEETINGS4

AMENDMENTS4

ESTABLISHMENT

The Baseball Victoria (BV) Junior Committee (BVJC) is a sub-committee of the Board of Baseball Victoria.

PURPOSE

It is anticipated the BV Junior Committee will liaise with Baseball Victoria Pennant Committee on updated formats, playing conditions and structures of the Victorian Summer Baseball League (VSBL) Junior competition.

The BV Junior Committee will provide to the PC and BV recommendations to junior competition formats, playing conditions and structure for review and consideration.

1. The committee shall be responsible for all competition portfolios as listed:
 - (a) Juniors (U18,U16,U14,U12) (*or Little League Equivalent)
 - (b) Charter program
 - (c) Friday night Rookie Ball, T ball, modified versions
2. The Committee shall, subject to the Rules and By-laws of Baseball Victoria and incumbent Playing Conditions be empowered to recommend to the PC the Competition Rules for all Junior and modified competitions within the VSBL.
3. The Playing conditions shall cover all Junior Competition rules and charter structure.
4. The "Playing Conditions" specify the conduct of junior Regular Season and Play-Off games and the charter structure.

Junior Playing Conditions shall include, but not be limited to, references to:

- (a) Starting Times and Duration of Play
 - (b) Ground and Match Equipment
 - (c) Registrations (ie. Permits, clearances, clearance approvals, dispensations, non- national player approvals)
 - (d) Uniforms
 - (e) Umpires
 - (f) Scorers
 - (g) Match Report Cards
 - (h) Tribunal Appeals
 - (i) Finals
 - (j) Special Application of Official Baseball Rules
5. The Playing Condition which include all junior and charter competition rules on confirmation of Baseball Victoria By-Laws will be distributed to all Clubs registered by the BV Competition Officer as participating in the VSBL for the current or forthcoming season for review.

DELEGATED AUTHORITY

6. The BV Junior Committee has delegated authority to make recommendations to the Pennant Committee and BV on all matter pertaining to the junior and charter competition structure and playing conditions

MEMBERSHIP

7. The BVJC shall consist of a minimum of 5 and maximum of seven (7) members.
 - All members shall be appointed by the Baseball Victoria Board including the Chairperson.
 - There will be one Pennant Committee member assigned to the BV Junior Committee.
8. The BV Junior Committee, upon ratification by the Board of Baseball Victoria, can appoint advisors for a specific term to undertake specific tasks for the Committee (ie. for the purposes of fixturing).
9. Baseball Victoria will call for nominations. All nominations received, shall be reviewed by the Baseball Victoria CEO before qualifying for appointment by the Board of Baseball Victoria.
10. Should more than seven nominations be received the Board will short list nominees.
11. Should less than five nominations be received the Baseball Victoria Board shall appoint the required number of Committee members to meet the five-member minimum requirement. In the absence of a minimum of five members, the BV Board will allow the Junior Committee to continue to operate with three members until additional members are confirmed by the BV Board.
12. Voting will be compulsory upon the conclusion of the call for nominations. The BV CEO shall be responsible for the election process.
13. The Board shall elect a Chairperson and the Pennant Committee shall elect a Deputy Chairperson. In absence of the Chairperson, the Deputy Chairperson shall manage the operations of the Pennant Committee.
14. The BV Junior Committee shall endeavour to:
 - Abide by the values articulated in the BV Strategic Plan
 - Contribute to the discussions of the committee
 - Be well informed on the business of the Committee
 - Perform any tasks delegated to them in a timely manner and to the best of their ability
 - Alert the group to any potential conflicts of interest
 - Notify the Chair if they are unable to attend a meeting or complete a task delegated to them
15. Membership will be reviewed annually by the Chair, following the annual review of the BV Strategic Plan.
16. The BV Junior Committee (BVJC) shall serve from the point of constituting the Committee for a minimum period of 2 years from the date of appointment. The Board shall review the performance of the BV Junior Committee (BVJC) annually and confirm the suitability of the members to continue to serve on the BVJC.

MEETINGS

17. The BV Junior Committee shall meet as often as is required for the proper discharge of its duties. The Chairperson shall call meetings as may deemed necessary, subject to three (3) clear days' notice to all Committee members, unless otherwise agreed by the Committee.
18. Any Committee member, who absents him/herself from two (2) consecutive meetings without apology acceptable to the Chairperson, shall be called on to show cause why the member should not be discharged from the Committee. Any such apology shall be in the hands of the Chairperson prior to the commencement of the meeting. Any suitable person appointed by the BVJC may fill any vacancy that occurs on the Committee during the year.
19. Meeting minutes will be taken by a BV staff member and will be made available to all Committee members within seven days of each meeting.
20. The minutes of the Junior Committee shall be presented to the Board for ratification at the first available Board Meeting following each Junior Committee Meeting.
21. The Chairperson shall be entitled to a deliberative vote on all matters and, in the event of a tied vote on the matter before the committee, shall be entitled to a second, or casting, vote.
22. A member of the BV Junior Committee can hold an official board or committee position with a club.

AMENDMENTS

23. The Committee may recommend to the BV Board that these Terms of Reference be enlarged or varied to enable it to deal with any matter or issue which it considers should be addressed by the group.
27. The Chair may at any time amend or vary these Terms of Reference as they see fit.

Approved by the BV Board:

Amended by the BV CEO:

June 2024

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