

# 2025 ECRSA Manual



# **ECRSA CONSTITUTION**

The name of the league is the East Coast Rainbow Softball Association, hereinafter called the “League”. The purpose of the League is to operate as a non-profit organization and in particular to further the following objectives:

1. Provide and protect the opportunity for any individuals, including gay, lesbian, bisexual, transgender persons and their supportive straight allies to play co-ed recreational slo-pitch softball in a friendly atmosphere, free of discrimination based on sexual orientation, race, creed, gender and ability;
2. Foster, develop, promote and regulate the play of co-ed recreational slo-pitch softball and provide the proper safeguards following the spirit of true sportsmanship; and
3. Undertake fundraising activities and other social events for the betterment of the community.

No member, group of members, or team has the right to use or register the name “East Coast Rainbow Softball Association” or “ECRSA” without the written consent of the full League Executive.

In the event of dissolution or winding up of the League, all of its remaining assets, after payment of liabilities, shall be distributed to one or more recognized charitable organizations serving the community of the Halifax Regional Municipality. This provision is unalterable.

# **ECRSA OPERATIONAL PROCEDURES**

## **1. MEMBERSHIP**

The League shall consist of Members in the following categories who have paid the annual dues as decided by the League Executive:

- a. Full Member is entitled to participate as a regular player in league and play-off games.

Membership shall be valid from May 1st of the current year to April 30<sup>th</sup> of the following year.

## **2. SPONSORS**

The Sponsorship Committee shall solicit Team and League sponsors as approved by the League Executive

## **3. ANNUAL FEES**

Annual fees afford the player entitlements of ECRSA.

- a. The annual fees for various categories of Membership and Sponsorship shall be decided each year by the League Executive and set out by the League. The annual fees of Membership and sponsorship may not be used to subsidize tournament teams, however may provide seed funding for an annual tournament. The return of the seed money must be reflected in a budget line item. These monies may only be used to benefit the entire membership of the league or be donated to the charity of choice.
- b. Annual membership dues must be paid before the commencement of the playing season
- c. At the discretion of the League Executive, a member may request a sliding scale of payment based on income or personal circumstances.
- d. Any members whose dues are in, or should fall into arrears (returned cheques) shall have seven (7) business days to develop a strategy to manage the situation or forfeit their good standing and shall be removed from the membership roster, and may not play until they are re-instated in good standing.
- e. Annual dues are non-refundable.

## **4. VOTING RIGHTS**

- a. Each full member in good standing shall be entitled to one vote.

## 5. ELIGIBILITY FOR LEAGUE EXECUTIVE OR League Executive MEMBERSHIP

- a. Eligibility to hold office or serve as a league executive, except where otherwise specified in these Operational procedures, shall be limited to Voting Members of the League who are in good standing.
- b. During the term in office, League Executive Members must be full regular members.

## 6. MEMBERSHIP TERMINATIONS

- a. Resignations – any member may terminate their connection with the League by sending their resignation, in writing/email to their Team Captain or a League Executive and their name shall be removed from the membership roster
- b. Removal – any member whose name has been brought to the attention of the League Executive, in writing/email, on/for
  - i. charges of unsportsmanlike conduct, or
  - ii. conduct otherwise deemed to be unbecoming of a member of the League;may be removed from the league by the League Executive.

### 6.1 Removal Process

- a. The League Executive will seek representation from all parties concerned to review the complaint. The member in question may have a representative of his or her choice present at the review. The League Executive will hear both sides and make a decision based on statement of fact, context and circumstance.
  - i. The League Executive will notify the member(s) and team captain, in writing/email, of a decision to expel them from the league.

## 7. MEETINGS

- a. Meeting Types
  - i. Annual General Meeting
  - ii. General Meetings
  - iii. Special meetings
  - iv. Appeal
- b. 14 Days' notice shall be required for an Annual General Meeting, General Meetings, or Special Meetings.
- c. Appeal Meetings require reasonable notice

- d. The League Executive shall determine the time and place of the Annual General Meeting, General Meetings, or Special Meetings
- e. An Annual General Meeting shall be held at the end of each season prior to the start of the new season.
- f. General Meetings
  - i. can be called by the League Executive at any time.
  - ii. may be requested by the Members at any time
- g. Special Meetings of the Membership
  - i. may be called by the League Executive at any time.
  - ii. will be called by the League Executive upon receipt of a petition signed by 10% of the Voting Members. A petition for a Special Meeting must include a Special Resolution to be voted on at the meeting
- h. A quorum at a General or Special Meeting shall be 10% of the total number of voting members.
- i. The accidental omission to give notice of a meeting to or the non-receipt of a notice by any of the Members entitled to receive notice does not invalidate proceeding at the meeting.

## **8. THE LEAGUE EXECUTIVE & VOLUNTEER COMMITTEE**

The Officers of the league shall constitute The League Executive, and be titled League Executive Members. In addition to the executive shall be the league volunteer committee consisting of members desiring to support the league in a volunteer capacity.

- a. All League Executive members are voting members.
- b. All League Executive members are elected by ballot onto League Executive by League membership at AGM. The Treasurer may be appointed by the existing League Executive.
- c. League Executive reserves the right to add and remove League Executive members, through approved League Executive motion, when determined in the best interest of League Executive and/or League activities.
- d. League Executive shall consist of 4 members, 2 co-chairs, a secretary, and a treasurer.
- e. League Executive quorum is 50% of membership. No League Executive or League decisions will be made without quorum.
- f. All approved League Executive documents (such as agendas, minutes, by-laws, responsibilities, etc.) will be made readily available and easily accessible to League membership through social media and the ECRSA website.
- g. League Executive Members shall assume office following the close of the Fall Annual General Meeting

- h. In the event that a League Executive Member is unable to complete a term of office, or a League Executive position vacancy is unoffered during the election period, the League Executive may appoint any eligible voting member of the League to hold office until the next Fall Annual General Meeting.
- i. League Executive members are each expected to ensure that the league is a safe and inclusive environment to all members.
- j. The responsibilities of each position are meant to lead the coordination of those activities. All League Executive members are expected to assist each other as needed/requested as well as seek the support of the Volunteer Committee in order to achieve the leagues objectives..
- k. League Volunteer Committee shall consist of any good-standing member of the league. Membership is by request of the league member.

<b>Position</b>	<b>Responsible for leading the coordination of</b>
<b>Chairs</b>	<ul style="list-style-type: none"> <li>• Spokes-persons (or delegates to others) for the league with respect to community events, enquiries etc.</li> <li>• Coordinates annual registration events, process and forms</li> <li>• Manages insurance process (League Executive and league if used)</li> <li>• Manages Annual Joint Stock application</li> <li>• Review and maintains Operations Manual (Operation procedures, regulations and Rules)</li> <li>• Works with League Executive to develop annual report for AGM</li> <li>• Plans AGM</li> <li>• Review SPN rules annually and communicates updates or changes to League Executive/League membership as necessary.</li> <li>• Works with team captains and sponsors to ensure they are aware of schedule or schedule changes, handbook, rules or other issues.</li> <li>• Participates in agenda setting.</li> </ul>
<b>Treasurer</b>	<ul style="list-style-type: none"> <li>• Sets, manages and makes recommendations about the budget and PayPal</li> <li>• Coordinates with the bank to add/delete new signing members (Chair, Char-elect, Treasurer, and Secretary)</li> <li>• Provides regular financial updates to League Executive/League</li> <li>• Manages Annual Joint Stock application</li> <li>• Develop and presents year-end balance sheet at AGM.</li> </ul>
<b>Secretary</b>	<ul style="list-style-type: none"> <li>• Maintains password and cloud storage accessibility</li> </ul>

	<ul style="list-style-type: none"> <li>• Monitors league inbox and responds to member requests accordingly</li> <li>• Sets &amp; distributes meeting agendas prior to meetings (with final input from Chair)</li> <li>• Create and distributes meeting minutes to League Executive members</li> <li>• Signing authority</li> </ul>
	<p><b><i>The following is a list of tasks that are completed by the league executive and volunteer committee. Any member of the committee can complete tasks based on their expertise and the amount of time they have to support the league in this capacity. There is no minimum expectation of support, all help is welcome.</i></b></p>
<b>Volunteer Committee &amp; League executive</b>	<ul style="list-style-type: none"> <li>• Serve as a point person between HRM, Pride, and other community groups. Builds relationships with the community to maximize visibility for ECRSA and LGBT sport.</li> <li>• Plans, promotes and publicizes WUYP</li> <li>• Manage WUYP registration.</li> <li>• Develop and implement the ECRSA entry in the annual pride parade/festival.</li> <li>• Obtains permits for WUYP, Pride or Social events (Gaming, food, fire/police and pride entry).</li> <li>• Manages website and league communications (WordPress, Facebook, Twitter) including scoring and schedule postings.</li> <li>• Ensures team results are collected and reported on the website.</li> <li>• Develop the league schedule (regular, special events, tournament and post-season play) play (regular, post-season, and tournament play).</li> <li>• Performs light field maintenance and ensures fields are playable each week</li> <li>• Book fields and umpires for regular, post-season special event and tournament play, manages port-o-potty and annual inventory supplies.</li> <li>• Equipment (acquisition of new equipment, retirement or rotation of existing equipment, storage and transport, softball supply and field maintenance)</li> <li>• Leads the recruitment of team and league sponsors.</li> <li>• Seeking out &amp; fostering league sponsors</li> </ul>

## **9. DUTIES & POWERS OF THE LEAGUE EXECUTIVE MEMBERS**

- a. The Co-Chair shall preside at all meetings of the League and League Executive.
- b. The League Executive will decide the League playing schedule, decide procedures for the selection and management of teams and decide rules of play for the League.
- c. No League Executive Member shall receive remuneration or other financial benefits for their services performed to the League, regardless of the type of service performed and must pay membership dues.

## **10. LEAGUE EXECUTIVE AND VOLUNTEER COMMITTEE MEETINGS**

- a. The Chair may call a meeting of the League Executive at any time, with reasonable notice to all League Executive and Volunteer committee members.
- b. All resolutions moved at a meeting of the League Executive require a majority vote of over 50% of the League Executive & Volunteer committee members present to be passed.

## **11. TEAM CAPTAINS**

- a. The number of Team Captains required for each season will be determined by the League Executive
- b. Team Captains will be appointed by the League Executive
- c. Team Captains are responsible for ensuring that they and their team members are familiar with, and abide by, the League Constitution, Operational procedures, league rules.
- d. In the event that a Team Captain is unable to fulfill the duties and responsibilities of the positions, the League Executive may appoint any eligible Voting member of the League to the position of Team Captain.

## **12. REMOVAL FROM OFFICE/LEAGUE EXECUTIVE/TEAM CAPTAIN/VOLUNTEER COMMITTEE**

- a. Any League Executive Member, Volunteer Committee Member, or Team Captain whose name has been brought to the attention of the League Executive, in writing/email, on charges of failure to abide by the League Constitution and Operational procedures, to adequately fulfill the duties and responsibilities of the position to which they were elected, conflict of interest, or conduct otherwise deemed to be unbecoming of a member of the League, may be removed from office by the League Executive as set out in sections 6b (i-ii).



- b. Any League Executive Member missing 3 consecutive League Executive meetings will be removed from their position on the League Executive but will remain a ECRSA member.

### **13. BORROWING POWERS**

The League shall not exercise borrowing powers.

### **14. POLITICAL AFFILIATIONS**

The League shall have no political affiliations.

### **15. CHANGES TO THE CONSTITUTION**

- a. Notice to propose a Special Resolution shall be deemed to be duly given if signed by a proposer and seconder, both of whom shall be Voting Members, and delivered to the League Executive not less than 20 days prior to the Meeting, and the League Executive has notified Voting Members (via mail/email) not less than 14 days before the General Meeting at which it will be dealt with.
- b. The Constitution of the League shall not be altered or added to except by a Special Resolution of the League passed by a majority of the Voting Members present at an Annual General, or Special Meeting.
  - i. Exceptions to this rule
    - 1. shall be updating the Section on the Rules of Order Section, to account for the latest edition of Robert's Rules of Order,
    - 2. operational procedures and/or process may be changed by majority vote of the League Executive & Volunteer committee in the name of day-to-day operations of the league.
    - 3. changes in the composition of the League Executive to reflect the best interest of the league

### **16. RULES OF ORDER**

Robert's Rules of Order Newly Revised (10th edition / [www.robertsrules.com](http://www.robertsrules.com)), where not inconsistent with these Operational procedures, shall be used, so far as applicable, at all meetings of the League.

# **ECRSA PROCESSES**

## **FEES**

In accordance with Section 3 of the Association Operational Procedures, the League Executive has set the following annual fees:

### **MEMBERSHIP FEES**

1. Full Member
  - a. Member of the League;
  - b. Entitled to one (1) vote during Annual General Meeting and Special General Meetings;
  - c. Eligible for regular league and play-off.
  - d. Fees
    - i. TBD each year

### **SPONSORSHIP FEES**

1. The League Executive & Volunteer committee may determine levels of sponsorship as required on fees based on in-kind donations, promotional value, etc.

### **SPONSOR BENEFITS**

1. The League Executive & Volunteer committee may determine levels of benefit, including social media promotion, emails to league members and other promotions as deemed applicable based on the arrangement with the sponsor.

## **TEAM FORMATION AND MANAGEMENT**

1. The ECRSA League Executive & Volunteer Committee accepts applications to serve as Captains for the upcoming season.
2. The League Executive & Volunteer Committee will determine the number of teams and the minimum number of players on each team based on the number of people registered prior to team formation.
3. Following the close of public registration (must be concluded by May 1st), a sub-committee containing members of the League Executive & Volunteer Committee who are not also Team Captains will be formed.
4. The subcommittee will form teams based on:
  - a. Skill rating of individual players creating as equal of an average skill level as possible for all teams.
  - b. Equal distribution of LGBTQ@+ community members.
  - c. Individual requests to play with another individual.

5. Team lists will be communicated to captains and players will be contacted with their team assignment and captains contact information.

### **Waiting List**

1. Persons wishing to join the League as Full Members after the Team Formation must complete a registration form and submit this to the Membership League Executive
2. Any person(s) placed on the Waiting List will be assigned to a team as soon as possible.
3. If necessary, a supplement Team-Formation Committee meetings may be held every two (2) weeks (during the regular season) or when the number of persons on the Waiting List is equal to, or more than the number of teams in the league.
4. Teams with the lowest number of players on the official team roster, at the time of the supplemental Team-Formation Committee meetings, will be prioritized first.

### **League Schedule**

1. Where possible, the league schedule will be posted on the website with at least 2 weeks advance notice.
2. League games played on HRM fields are cancelled for weather related reasons in accordance to HRM policy. Games played on DND fields are not subject to HRM policies and as such the final determination of weather related cancellations is made by;
  - a. League Executive or Volunteer Committee member following an assessment of the field, or;
  - b. Umpire.

# **ECRSA LEAGUE RULES**

The ECRSA rules document is a set of guidelines that indicates how games are to be played during ECRSA regular season and tournament play, as well as providing guidance on how administrative and disciplinary matters are to be dealt with. In an event where there is a matter not covered by these guidelines, the ECRSA shall defer, at the discretion of the supervising umpire, to SPN rules and regulations to determine the outcome of a play or disagreement.

This is a co-ed league; there are no gender specific rules.

## **Field of Play**

1. ECRSA is responsible for providing a safety bag, mat, and two (2) bases.
2. If one of the base straps or spikes has been damaged and is not functional, the umpire and team captains shall confer and agree that there will be one play only at the base in question.
3. The home team is determined by league-issued schedule.
4. Each team member must wear league-provided team jerseys or, failing that, make effort to wear the same color as the rest of the team.

## **Bat Ruling**

ECRSA generally endorses the ASA standard for softball bats (2004, 2008, and 2013), abides by the latest ASA banned bat listings, and also approves of the use of new thumbprint USSSA (u-trip) bats. However, the league recognizes the need to allow use of older bats which may not bear the ASA 2004 (or other date) stamp. The league also recognizes that, even on certified bats, an ASA stamp can (and eventually will) wear off. As such, teams are permitted to use ASA certified (stamped) bats and bats that are not stamped with the following understanding: if an umpire deems a bat to be doctored, damaged or otherwise suspect, at the request of a team captain or otherwise, the bat may be removed from play.

## **Special Lines**

1. Commitment line will be twenty (20) feet from home plate. Once player crosses this line they may not return to third base. The safety line follows first base line to home plate to back stop, creating what is subsequently referred to as a safety zone.
2. A line may be placed two bat lengths (apx. 6 ft.) Behind the pitcher's rubber, measuring from the rubber, in a north-south direction. This is the maximum distance from home plate that a pitcher may begin his or her delivery.

## **Base Measurements**

Unless otherwise dictated and agreed to based on field dimensions:

1. home to first 65 feet
2. home to second 91 feet 10 inches
3. home to third 65 feet

## Gameplay

1. All games are to be seven innings in length.
2. All seven (7) inning games — max five (5) run rule per inning in effect until the seventh (7th) inning, which is an "open" inning. A 15-run mercy rule is in effect after five (5) complete innings.
3. There is a maximum 10-minute grace period within which a game must begin. Failure to do so will result in a forfeit for the team that is unable to start on time. This applies to all games throughout the year.
4. The league executive will strive to make a call on weather-related cancellations prior to the start of play on game day. If weather or daylight conditions change, (2) captains playing against each other reserve the right to decide if the game is to be played or not. Four (4) complete innings may constitute a completed game.
5. Maximum of ten (10) players on field; positionally, a team is required only to have a pitcher and a catcher.
6. The minimum number of players required to field a team is eight (8).
7. Home run rule: +2. One team may not hit more than two home runs total greater than the other team's total home runs. If a team hits a "third" home run ahead of the opposing team, it will result in the batter being called out. Runners do not advance.
8. No metal ball cleats allowed. Players caught using metal cleats will be automatically ejected from the game and, as that individual has been removed from the game and, thus, the batting order, each time that person is due to hit, it will be recorded as an out.
9. Infield fly rule is in effect at the discretion of the umpire.
10. If a pitched ball touches any part of the plate or the mat, it is a strike. The mat must be positioned flush to home plate.
11. If there are any incidents involving a player displaying or behaving with unsportsmanlike or otherwise inappropriate behaviour reported to the league executive in writing by a team captain or an umpire, that individual may be called before the league captains to discuss the situation and face any and all disciplinary measures deemed appropriate without notice.
12. The pitcher must make contact with the rubber during his or her delivery and must begin delivery from the rubber up to two bat-lengths or six feet in a north-south direction behind the pitching rubber.
13. Pitchers, catchers, other fielders and batters may choose whether or not they wear a mask/helmet while playing, however the ECRSA strongly encourages their use.

14. Sliding is permitted at all bases except home plate and first base. Any slides at home plate or first base will be an automatic out.
15. A player running home must run across the safety line indicated. Touching the plate or mat will result in an automatic out.
16. On a play at home plate:
  - a. the catcher must catch the ball and touch home plate, not the mat, to record an out.
  - b. if the catcher has part of their foot on the plate and the mat, the runner is out.
  - c. the catcher may only tag a runner to make an out at home outside of the “safety zone” between the commitment line and the safety line at home plate. Inside that zone, a tagged runner is safely awarded home plate.
17. If an injury occurs, the umpire in consultation with team captains will decide on a ruling. If an injury occurs and a player is removed from the lineup a team does not have to take an out when that player is due to hit.
18. A team captain may twice per game appeal a play when it is over. If this occurs, the umpire will call both team captains to discuss the play, and to decide a ruling.
19. There is no minimum number of innings that a player must play in the field in order to be eligible to play (as part of the batting order) during a game.
20. An overthrow that goes out of bounds from any location on the field shall result in base runners being awarded the base they are going to plus one additional base.
21. A player who is substituted for may not re-enter a game.
22. A runner can only be requested from first base. A base runner is not allowed to leave from home plate. The batter must be capable of reaching first base. At that time, after the play has stopped, they can request a runner. If the batter has been able to reach additional bases (second or third) they are expected to continue to run bases unless they have sustained an injury during that play which will be removing them from the game. Runners entering a game are to be last possible out in the line up.
23. In the event there is a question over a gameplay ruling that is not made clear in the ECRSA’s house rules, the league shall default to the SPN ruling on the matter at the umpire’s discretion.

## **Alcohol / Drugs**

1. There is to be no alcohol or drugs consumed on the field of play. Off the field of play, if any player is reported to the ECRSA executive for consumption of or in possession of clearly marked alcohol/drugs that player will receive a warning for a first offence; for a second offence, the player will be referred to the league executive for a hearing and may be subject to discipline/suspension; the third such offence will result in the player being banned for the season.
2. Additionally, players are expected to abide by regulations set out by the landlords of the fields which the ECRSA uses. Any player reported violating these rules will be subject to the warning/meeting/banning process outlined above.

## Physical Abuse

Physical abuse, excessive foul language and/or verbal abuse, or behaviour deemed to be otherwise inappropriate that is reported by the umpire or a team captain to the league executive will result in a hearing with any player(s) involved for consideration of supplemental discipline.

## Administrative

1. Players must be 19 years of age in order to play. Playing with an underage player results in the forfeit of any games in which the underage individual has played.  
Note: players turning 19 during a season may be placed on a roster before turning 19 but are not eligible to play until they turn 19 years of age.
2. A team caught with an ineligible player will forfeit all games up to the point where the infraction was noted.

## Regular Season Scoring/Standings Information

1. The following abbreviations will be used in standings:  
**GP = Games Played**  
**W = Win**  
**L = Loss**  
**RF = Runs For**  
**RA = Runs Against**  
**P = Points**
2. Regular Season Points:  
Two (2) points will be awarded for a win.  
One (1) point will be given for a tie game.
3. Teams ranked by:
  - a. Points
  - b. Head to Head
  - c. Plus/minus

## League/Score Books

Each captain will be provided with a copy of the league rules and a scorebook at the beginning of the season. At the end of each game, final scores are to be posted to the Captain's social media group and agreed upon by the opposing captain.

## Tournament

Tournament format will be determined by the League Executive & Volunteer Committee year-to-year and shall be communicated to players by mid-season.