

Sunshine Coast Baseball

PARENT/PLAYER

INFORMATION

2023/2024 SEASON



www.sunshinecoastbaseball.com.au

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WUNYA NGULUM! WELCOME!

Sunshine Coast Baseball Association (SCBA) welcomes you and your family to our Baseball League.

Our Club is currently in a building phase and we are focusing on player development and building a baseball club for all.

In the past 12 months, we have improved our facilities to a standard that all our club members should be very proud of. There is growth yet to come!



OUR PEOPLE

EXECUTIVE POSITIONS

PRESIDENT

Current President - Laura Woodrow

The President is primarily responsible for ensuring that SCBA sets and meets its goals and objectives, and is administered according to the SCBA Inc. Constitution and Rules and of the Association and completes all legal and compliance obligations

VICE-PRESIDENT

Current Vice President - Dena Gaspar (Dane)

The role of Vice President is to work closely with the President to provide support and assistance to undertake the leadership and governance responsibilities of the SCBA Inc. The Vice President will undertake the duties and responsibilities of the President if the President becomes unavailable for any reason. (In accordance with SCBA rules) The role of Vice President is the ideal position for those considering becoming SCBA President in the future

SECRETARY

Current Secretary: Leigh Jamieson

The key responsibilities of the Secretary are to understand the Association's Constitution and Rules, By Laws, Policies and Procedures, legal and compliance obligations, and ensure the SCBA Inc. is operating according to these core requirements at all times. The SCBA Inc. Secretary is the association's nominated representative for the purposes of complying with the Incorporated Associations Act. The Secretary is the Association's Officer responsible for managing, collecting, reviewing and disseminating SCBA's information and knowledge (e.g. policies and procedures, position descriptions etc.). The Secretary is responsible for collecting all the key SCBA information created and used during the year and previous years and should coordinate the handover of the information and knowledge to the incoming committee and relevant volunteers.

Treasurer

Current Treasurer: Greg Carr-Walker

The Treasurer is responsible for managing the finances of the SCBA Inc.

Prior to the season, and in consultation with the Executive Committee, the Treasurer will prepare budgets and projections and implement cash management procedures.

During the season, the Treasurer will:

- Provide timely information to the committee and members
- Oversee or undertake the financial transactions of the club including:
- Club bank account(s)
 - Pay approved expenditure
 - Collect all moneys due
- Record and report on the actual transactions

After the season, the Treasurer will:

- Where the club requires an audit or review, ensure they are completed in time for financial reports to be presented to members at the Annual General Meeting
- Produce the annual report to members
- Undertake all legislatively required reporting and submissions

It is important to understand that while committees may delegate these tasks to the Treasurer, the committee is still ultimately responsible for their successful completion.

Protection of Club Funds and Assets

An often-overlooked responsibility of the club Treasurer is to ensure the collection and protection of club funds as it is shattering to hear story after story about clubs who have had members steal from the club.

Community sport has a foundation of trust, where we trust people to do the right thing. In community sport, we often give people within clubs' access to large amounts of money. We expect and assume they will do the right thing. Roles such as canteen coordinator, bar manager, membership coordinator, merchandise and apparel co-ordinator, fundraising co-ordinators and social event organisers often require to be in possession of large amounts of money. It is the responsibility of the Treasurer to put in place processes and systems that ensure all the funds of the club are collected, protected, recorded, and reported.

OTHER POSITIONS

Executive Officers

Executive Officers have an extremely important role ensuring the successful management of the team and welfare of the athletes in their care. Regardless of the team you are managing SCBA Juniors and Seniors, regional, state or national the responsibilities and duties are similar. The Executive Officer's duties, however, become more extensive when managing teams at regional, interstate or overseas events.

Primarily a communications role, the EO is responsible for relaying communication between the committees, coaches, uniforms officer, parents etc. ensuring everyone is up to speed with dates, times, registration, special events like state titles etc. The EO will communicate with the coach attendance for game days. Also, the EO will set rosters for canteen duty, fundraising etc. for their individual team. They will use whatever platform is easiest to communicate messages whether that via be Heja, FaceBook, Messenger, WhatsApp etc.

Coaches

A coach's primary responsibility falls on training days and game days.

Training days

The coaches are to liaise together and plan the seasons training sessions before the season is due to start. Rosters are set and curriculum planned ahead of time to ensure a smooth delivery of the service offering. Coaches are required to be present and actively run drills and skill sessions with the players for 90 minutes.

Game days

Coaches are responsible for plate meetings, line ups being set and shared with the scorer once they have communicated with the executive officer confirming who is attending the game. Game day requires the coach to be present, ensure all players are engaged and executing plays. Moral, attitude and sportsmanship are displayed and taught by the coach as well as game etiquette and strategy.

Uniform and Merchandise Coordinator

Current Uniform and Merchandise Coordinator: Samantha Anderson

The uniform and merchandise coordinator is responsible for the procurement, stock management and sales of all clothing, apparel and merchandise sold by the SCBA. The primary function of the role is to maximise the revenue and sales of SCBA related clothing, apparel and merchandise sold each year. The position has key activities:

- Defining clothing, apparel and merchandise to be sold by the SCBA
- Source the products to be sold by the SCBA
- Manage the unsold stock (ensuring it does not become lost or obsolete)
- Maximise the sales of the SCBA apparel, merchandise, and clothing

First Aid Coordinator

The First Aid Coordinator will seek out First Aid Certificate holders and establish a team of First Aid Officers.

Multiple volunteers are required for this position as we are obliged by legislation to have at least one First Aid Officer at each game day and training session. At the commencement of the season an inventory of all first aid kits are recorded. At the conclusion of the season or as required our first aid kits are to be replenished. A first aid kit is required to be accessible on each game day and training session.

The First Aid Coordinator is responsible for ensuring a first-aid kit and ice packs are available at each scorer's table on every game day. Ice packs are to be replaced as used and stocks ordered at the conclusion of the season or as required.

Social Media Coordinator

Current Social Media Coordinator: Amber Seggie

The Social Media Coordinator will produce, review and publish content based on upcoming events, baseball trends and relevant association culture.

The Social Media Coordinator is expected to maintain strict adherence with established guidelines to ensure an accurate online representation of the association and its stakeholders.

2023/2024 SEASON FEES

JUNIOR LEAGUE Half Season Full Season	\$185.00 \$330.00
15-17 years Half Season Full Season	\$220.00 \$430.00
SENIOR LEAGUE Half Season FULL SEASON	\$260.00 \$490.00

Full season covers Masters and State Titles Insurance held in March/April each year

UNIFORMS/MERCHANDISE

PROPOSED UNIFORMS/ MERCHANDISE

Junior Playing Shirt	TBA
Senior Playing Shirt	TBA
Junior Hat	TBA
Senior Hat	TBA
Senior Polo Shirt	TBA
SCBA Stubby Holder	TBA
SCBA Water Bottle	TBA
SCBA Sticker	TBA
SCBA Magnet	TBA

We will be creating and offering these this season and prices will be advised as soon as possible

GAME TIMES - JUNIORS

SPRING: October 7 – December 9

SUMMER: January 13 – March 9

	TRAINING	GAMES
TEEBALL	Wednesday 4pm - 5.30 pm	Wednesday 4pm - 5.30 pm
ROOKIE BALL	Wednesday 4pm - 5.30 pm	Saturday 7.30am-10am
LITTLE LEAGUE	Wednesday 4pm - 5.30 pm	Saturday 7.30am-10am
INTERMEDIATE LEAGUE	Wednesday 4pm - 5.30 pm	Saturday 7.30am-10am

GAME TIMES - SENIORS

SPRING: October 7 – December 9

SUMMER: January 13 – March 9

	TRAINING	GAMES
SHARKS	Wednesday 5pm – 6.30pm	Saturday TBA
MARLINS	Wednesday 5pm – 6.30pm	Saturday TBA
STINGRAYS	Wednesday 5pm – 6.30pm	Saturday TBA
DOLPHINS	Wednesday 5pm – 6.30pm	Saturday TBA
JELLIES	Wednesday 5pm – 6.30pm	Saturday TBA
LOGGERHEADS	Wednesday 5pm – 6.30pm	Saturday TBA
MUDCRABS	Wednesday 5pm – 6.30pm	Saturday TBA

Teams may also be invited to participate in tournaments or carnivals during the season - and we love to send teams down to Masters!

Details will be provided once they have been received by the SCBA.

THINGS TO NOTE ...

ATTENDANCE AT TRAINING AND GAMES

Players are expected to attend weekly training sessions. Our coaches will assist you and/or your child to develop their baseball skills during the course of the season. In the event that you or your child are not able to attend, we ask that you contact your manager to advise the same.

Game draws will be released when they become available and we will notify players and families as soon as possible. If you are going away on holidays or if there is a particular game that you will not be able to attend, please advise your manager as soon as possible. In the event of illness or injury, we ask that you also contact your manager.

FIXTURES

Coaches will provide the draw information to their players with plenty of notice.

CHANGES AND WET WEATHER

In the event of wet weather please assume your game is ON unless you have been notified via our Facebook page. Changes and cancellation of games will also be provided on our Facebook page - so please make sure you are following so you are notified of updates and please check the page regularly if you are not sure. Our Facebook inbox is constantly monitored by volunteers so feel free to get in touch if you are unsure.

CLUB SEASON PRESENTATION DAYS

The date for the presentation of trophies will be advised as soon as the Executive Committee has determined a date and time. Again this will be announced by our social media pages.

LITTLE LEAGUE DEVELOPMENT

This year Baseball Queensland arranged an eight week development program on the Sunshine Coast. The program was conducted one day per week over the six weeks. We will strive to continue this program on an annual basis.

MEMBER INFORMATION

VOLUNTEER POSITIONS

We are currently calling for volunteers for a range of positions. Please see our Facebook page for further information and position task sheets or reach out to club members.

Prior to the commencement of the season we are required to fill the following positions:

- Coaches
- Umpires
- Scorers
- Managers.

We also seek volunteers to assist on game days by helping in the canteen or assisting Coaches and Managers with their teams.

For anyone interested in completing their coaching accreditation or umpire course please contact:

Coaching: <http://www.qldcoaches.baseball.com.au/>

Umpiring: Email our Umpiring Coordinator Brian Perrin at Hubsey67@gmail.com

A scorer training session will be held once we have volunteers interested in becoming scorers.

Managers work closely with their team coach to ensure the smooth running of the season. Information will be provided and support will be available throughout the season.

We look forward to working with volunteers throughout the season!

WORKING BEES

If you are able to assist whenever a Working Bee is required we ask that you please come down and lend a hand - you'll usually be asked to bring a shovel and anything else you think may be useful for fixing up our fields.

We thank you in anticipation of your support.

FUNDRAISING

We will hold a number of fundraisers through the seasons and we ask that members show their support of these events whenever possible. If you have any suggestions, we would love to hear from you. Please contact one of our executive members to discuss.

COMMITTEE MEETINGS

Committee meetings are held on the **FIRST TUESDAY** of every month commencing at 6 pm.

All members are welcome and encouraged to attend. Please contact the Secretary to confirm the meeting date or time has not been changed and of your attendance.

CANTEEN / BBQ

We have a canteen at the ground which is required to be open on game days. As such we require members and volunteers to assist in making sure we provide the best service possible to everyone in attendance.

Please consider volunteering at least one hour per month.

CLUBHOUSE RULES

- Before entering our clubhouse, cleats and hats must be removed.
- Please ensure rubbish is placed in provided bins.
- Children must not be left unattended in our clubhouse.

CODES OF CONDUCT

Player Code of Conduct

The Sunshine Coast Baseball Association Inc, (SCBA) Player Code of Conduct has been developed for all players participating in SCBA sanctioned games and events.

A player's behaviour will be closely observed by others as he/she represents the SCBA. Any behaviour that is unlawful or disrespectful to others is a slur on everyone associated with the SCBA. Any breach of this code or any behaviour detrimental to the game of baseball must be notified to the Management Committee.

If, in the opinion of officials, there is a serious breach of Code of Conduct the player will be banned for the remainder of the event or program, the SCBA Management Committee notified and the player sent home by the first available transport. Any additional expense incurred will be the responsibility of the player or their family.

Code of Conduct

1. Compete by the competition conditions and rules.
2. Verbal abuse against umpires, opposing players or fans will not be tolerated.
3. Control your temper - no criticism by words or gestures.
4. Cooperate with your coach and teammates. Show respect for your opponents and their skills.
5. No drug use of any kind will be tolerated unless prescribed by a licensed physician.
6. Refrain from profanity at all times.
7. The use or possession of any form of tobacco, tobacco produce, vaping, illegal drugs, drug paraphernalia or alcohol of any description while in team uniform or at venues is banned.
8. The team officials shall have the right to conduct a search of a player's room, bags, clothing or personal belongings if he or she has a reasonable suspicion that a breach of the code of conduct has occurred or in the execution of providing adequate supervision. This must be conducted in the presence of the player and an additional adult witness.
9. Any activity likely to result in loss or wilful damage to private property or to cause a disturbance will not be tolerated.
10. All press statements and interviews of players must have SCBA approval.
11. No jewellery (e.g. earrings or studs) at all times.
12. Music on planes and buses is to be confined to individual headphones.
13. Report all injuries to a coach or trainer and schedule proper treatment with a physiotherapist when necessary.
14. No cameras will be allowed in the dugouts during games.
15. No one other than team personnel are allowed in the locker rooms unless permission is obtained from the management.

- 16.** Promptness for meetings, training sessions and games is mandatory.
- 17.** Comply with instructions from security staff, airline staff, transport agents, hotel staff and any other service provider. Refrain from making statements that may be interpreted as security threats - especially within airports and on airlines.
- 18.** Uniformity and sharpness in proper on-field dress is a must. This applies for practice sessions as well as games.
- 19.** Proper off field walk-out dress will be worn as designated for flights and functions.
- 20.** Adhere strictly to all house rules stipulated by an accommodation provider.
- 21.** Adhere strictly to any curfews applied.
- 22.** Refrain from entering any hotel room that is not your own.
- 23.** Personal hygiene is the player's responsibility. It is essential that showers are taken after each game or practice.
- 24.** Players are responsible for cleaning and maintaining their equipment.
- 25.** Abuse of equipment such as throwing helmets or bats will not be tolerated.
- 26.** Present SCBA in a positive image in accordance with the SCBA Member Protection Policy.

Parent and Supporter Code of Behaviour

Preamble:

All parents, supporters and spectators must abide by the SCBA Parents and Supporter Code of Behaviour as well as codes or policies of host organisations. Venues and local authorities' policies.

As a parent/supporter/spectator associated in or attending any activity held by or under the auspices of the SCBA, a member association or an affiliated club, these policies and codes of behaviour are binding.

Requirements:

A parent or supporter must meet the following requirements regarding your conduct during any baseball activity or event:

1. Respect the decisions of officials and teach young people to do the same.
2. Never ridicule or scold a young player for making a mistake.
3. Condemn the use of violence in any form, whether it is by other spectators, coaches, officials or players.
4. Show respect for your team's opponents.
5. Do not use violence, harassment or abuse in any form (i.e. do not use foul language, sledge or harass players, coaches, officials, or other spectators).
6. Respect the rights, dignity and worth of every person regardless of their gender, ability, cultural background or religion.
7. No obscene or indecent messages on signs or clothing.
8. Not to be intoxicated or unruly during pre-game and game activities.
9. Not interfere with the play of the game in any manner. This includes running onto the field or throwing objects onto the field of play.
10. Respect the rights and decisions of the SCBA appointed staff of Championships and Teams, charged with the supervision and wellbeing of players and the game.

Process:

Spectators or supporters seen to be conducting themselves in an inappropriate manner, breaching the Parent and Supporter Code of Behaviour and/or bringing the team and game into disrepute, appropriate person/s have a responsibility to report such incidents to SCBA or the correct authority and for the SCBA to exercise its right to take appropriate action.

Penalties:

Supporters violating the Parent and Supporter Code of Behaviour may be ejected from the game and the boundaries of the event venue immediately and/or for an appropriate length of time at the discretion of the SCBA Management Committee. They also may lose future privileges for repeat offences or severe infractions.

THANK YOU

Our club relies on a small team of club members and volunteers for all maintenance and improvements. This work often requires additional donations and/or services from generous individuals and companies.

We currently have a number of projects on our list that require outside help. If you can donate any time or materials, it would be greatly appreciated. Please talk to a member of the Executive team.

If you know of anyone that may be interested in supporting our club, while promoting their business, please ask them to contact our President.

Thank you everyone - See you at the ballpark!

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Disclaimer

The information in this publication is current at the time of release and is subject to change. You can find updated information on our website www.sunshinecoastbaseball.com.au
With the aim of continual improvement the Sunshine Coast Baseball Association Inc. is committed to regular consultation with the Associated Member Associations.

**SUNSHINE
COAST
Baseball**