



Our **Annual General Meeting (AGM)** is open to all members of the Alderwood Softball Association. During this meeting we will be holding elections for our **2016/2017** Executive Committee . A very brief outline of the positions is below.

President- Oversees day to day operations of the league; presides at Executive meetings; selects and appoints portfolios, coaches, managers and volunteers; is responsible and accountable to the league and its members

Vice President- Presides in the absence of the President, carries out duties as delegated by the the President; takes care of obtaining permits

Treasurer – Collects and distributes funds as required, pays bills as needed, oversees all financial operations of the league; maintains the bank account; prepares budgets

Secretary – Organizes all Executive meetings, records and distributes the minutes, takes care of administrative tasks such as printing & signage; maintains records of league activities

Director of Players and Coaches - Conducts the draft and player selections, assembles the teams, makes the game schedules, holds meetings with coaches as needed, oversees the games; responds to player issues

Registrar – Collects registrations from players, maintains a database of all registered players, works with Director of Players in various capacities

Sponsorship Chair – Solicits team sponsors within the community; works to keep sponsors informed and part of special events during the season; organizes and implements approved league fundraising activities

Communications Chair – Maintains the website and distributes communications to league members and the Executive committee; maintains social media accounts

Umpire in Chief - Selects and trains all umpires, maintains the fields; set up of fields for play, organizes and maintains all equipment; officiates games as needed

Past President – filled by the previous year's President; often assists with suggestions and advice regarding league operations

Concessions (Snack Bar) Director
Special Events Coordinator
Safety Officer
Volunteer Coordinator

<<<<<-----*These are possible off shoot portfolios*

