

# STRATFORD ROTARY HOCKEY CONSTITUTION



## Article 1: Name

This organization shall be known as the Stratford Rotary Hockey League.

## Article 2: Aims and Objectives

1. To provide a program of recreational hockey for all young people, male and female, in appropriate age groups as determined from time to time.
2. To develop and encourage sportsmanship and good fellowship among all participants for the betterment of their physical, mental and social well-being.
3. To promote equal ice time and equal opportunity to play, regardless of ability.
4. To provide an affordable program of non-competitive, non-body checking hockey for the youth of Stratford and district.
5. To develop, organize and administer team competition, recognizing the spirit and philosophies as set out herein.

## Article 3: Affiliation

The Stratford Rotary Hockey League will operate within its Constitution and By-laws as an independent organization. The Executive Committee may, from time to time, apply to the Rotary Club of Stratford or any other appropriate organization for financial or other assistance.

## Article 4: Area of Operation and Eligibility

The Stratford Rotary Hockey League shall be confined to the youth living in Stratford and area who meet the age requirements of the League as determined from time to time by the Executive Committee.

Provided further that if a youth who is above the age requirement as set by the Executive Committee but who the Executive Committee feels has the ability to play in the League, and no other appropriate league, the player will be allowed to play in the Stratford Rotary Hockey League at the appropriate level.

Provided further that no player shall be refused from registration because of lack of finances. Anyone wishing to have the League waive its fees shall apply to the Executive Committee who shall determine if that youth may be permitted to play without paying all or some of the registration fee.

## Article 5: Organizational Structure

The Stratford Rotary Hockey League will, at present, where registration numbers warrant, consist of the following

Divisions by age:

Tyke - 4 years of age as of December 31st of the current calendar year.

Mite - 6 years of age as of December 31st of the current calendar year.

Novice - 7 & 8 years of age as of December 31st of the current calendar year.

Atom - 9 & 10 years of age as of December 31st of the current calendar year.

Peewee - 11 & 12 years of age as of December 31st of the current calendar year.

Minor Bantam - 13 years of age as of December 31st of the current calendar year.

Major Bantam-Minor Midget – 14 & 15 years of age as of December 31st of the current calendar year.

Major Midget-Juvenile – minimum of 16 years of age as of December 31st of the current calendar year and will not have reached the age of 20 years of age as of December 31<sup>st</sup> of the current calendar year..

The Executive Committee shall have the power to add a further Division or Divisions, or realign a Division or Divisions, where registration numbers warrant and shall have the power to set the appropriate ages for such additional or realigned Division or Divisions.

Where a player's ability warrants, he/she may be allowed to play in either the Division above or the Division below his/her category, at the decision of the convenors of the Divisions affected, or the Executive Committee.

## Article 6: Management

This Constitution and By-laws.

## Article 7: Executive Committee

The members of the Executive Committee of the League shall consist of the following:

1. The members of the Executive Committee of the League shall consist of the following officers:
  - President
  - First Vice President
  - Second Vice President
  - Secretary
  - Treasurer
  - Equipment Manager
  - Registrar
  - The immediate Past President of the League
  - up to Twenty (20) Directors
2. All officers (except immediate past President) are to be elected at the Annual Meeting for a two year term. Non-returning Executive Committee officers shall hold their respective office until the initial meeting of the incoming Executive Committee, but no later than June 1st.
3. Should the Annual Meeting fail to elect an officer, or should a vacancy occur at any time, the Executive Committee shall have the authority to appoint a member to the vacant office. This appointed office shall be elected at the next Annual Meeting.
4. Ten (10) members of the Executive Committee shall constitute a quorum for any Executive Committee meeting. If the secretary is not present the members present shall appoint an individual to perform the secretary's duties.
5. Each member of the Executive Committee shall have a vote.
6. The Executive Committee shall reserve the right to exclude the press or public from any meeting, or portion thereof.
7. The Executive Committee shall be able to exclude from Stratford Rotary Hockey League any person or persons where the Executive Committee feels such person or persons are detrimental to the operation of the League.
8. The Executive Committee shall set the date for the Annual Meeting.
9. The Executive Committee shall be responsible for the day-to-day operation of the League and to bring forward to an Annual Meeting any proposed constitutional amendments or other matters to be discussed or voted upon at the Annual Meeting.
10. The Executive Committee shall be responsible to prepare a list of nominees, for presentation at the Annual Meeting for those offices open for election.
11. The Executive Committee shall be responsible for the maintenance and administration of the Stratford Rotary Hockey League.
12. The Executive Committee shall appoint the League Conveners.

## Article 8: Duties of the Members of the Executive Committee

### 1. President

Shall be the chairperson of the Executive Committee and preside at all meetings.

May vote as a representative and may cast a second deciding vote in the event of a tie.

Shall call all meetings deemed necessary.

Shall assume direction or delegate supervision of all officials or other League personnel.

Exercise the powers of Executive Committee in case of an emergency.

2. **Past President**

Shall perform such duties as are assigned by the President and substitute for him/her as required.  
Shall participate in the deliberations of the League with voting power, acting in general in an advisory capacity.

3. **1st Vice President**

Shall aid and assist the President in carrying out his/her duties.  
Chair meetings and assume the responsibilities of the President in the absence of the President.

4. **2nd Vice President**

Shall aid and assist the President in carrying out his/her duties.

5. **Secretary -**

Shall keep an accurate record of the proceedings of the League.  
Maintain an up-to-date register or mailing list of all Executive Committee members, convenors and officers.  
Shall conduct all correspondence for the League.  
Shall maintain an accurate and up to date record of all Police Checks and/or Affidavits for all coaching staff  
Issue all notices of meetings.  
Shall publish the notice of the Annual Meeting at least four weeks prior to the meeting on the organization's website, and notify all members of the Executive Committee .

6. **Treasurer**

Shall keep a record of all monies received and disbursed, shall deposit all monies in the bank, and shall make all disbursements by cheque.  
The Treasurer may delegate the depositing of registration receipts to the Registrar who will provide the Treasurer with a detailed record of all receipts received and deposited.  
Shall present at each meeting a summarized report of the year's operations to date, showing the most current financial position possible.  
Shall see that the league's financial statements are available for the annual meeting. If requested by the Executive Committee, shall arrange for the financial statements to be reviewed by a chartered accountant.

7. **Equipment Manager**

Shall arrange for all handling, storage and cleaning of the League's equipment and team jerseys.  
Shall keep a documented inventory of equipment and jerseys owned by the League.  
Shall make recommendations for any equipment or jerseys needed and then purchase them as approved by the Executive Committee.

8. **Registrar (and/or Co-Registrars)**

Shall maintain an accurate record of all registered players, registration fees collected and out of town fees received.  
Shall maintain an accurate record of all coaching staff.  
Shall submit all registration monies received to the Treasurer or deposit directly to the bank if so delegated.  
Shall attend or appoint persons to attend the winter sports registration nights arranged by the Stratford Minor Sports Council  
Shall issue income tax receipts to league players in accordance Canada Revenue Agency requirements.  
Shall process withdrawal requests and upon approval , forward on to Treasurer for disbursement.

## 9. League Conveners

Shall ensure that his/her Division adheres to the aims and objectives of the League Constitution, and be responsible for the efficient operation of.

Shall supervise the formation of regular and playoff schedules for his/her Division in co-ordination with other Divisions.

Shall ensure that all players in his/her Division comply with Article 4 of the League Constitution.

Shall supervise and report to the Executive Committee all conflicts with the operations of his/her Division.

Shall be responsible to maintain statistics on the players and teams in his/her Division, keep up to date Division standings, and ensure all games statistics are submitted to the Stratford Beacon Herald.

## Article 9: Annual Meeting

1. The Annual Meeting of the League shall be held at a time approved by the Executive Committee, and in any event on or before July 1st of each and every year, and shall be an open meeting with any person whose child is or will be eligible under Article 4 of this Constitution in attendance being eligible to vote.
2. Notices of motion, correspondence, constitution amendments or other matters for consideration of the Annual Meeting shall be submitted in writing to the League Secretary no later than two (2) weeks preceding the meeting.
3. No Article of this Constitution shall be altered, rescinded, or new one made, except at the Annual Meeting and then only by two-thirds (2/3) majority of the eligible voting members present.
4. The order of business at the Annual Meeting: Minutes of the last Annual Meeting

President's Report

Treasurer's Report

Correspondence and Official Business

Constitution Amendments

Other Business

Election of Executive Committee Officers

5. The outgoing President shall be responsible for calling the first meeting of the new Executive Committee following the Annual Meeting.
6. The Annual Meeting shall not be held until the Treasurer's Report has been approved by the Executive Committee.

## Article 10: Members

Any parent of any child who participated in the League in the year immediately prior to the Annual Meeting and any parent of any child who is or will be eligible under Article 4 of this Constitution to join the League in the next following year is eligible to be voting member of the League, entitled to vote at all annual and special meetings.

## Article 11: By-laws

The Executive Committee shall establish the by-laws of the League, which shall be effective as soon as any such by-law is passed by the Executive Committee, subject to being confirmed at the next annual or special meeting of members.

The By-laws shall provide for the operations of the League, including teams, coaches, penalties and disciplinary matters.

These rules contain all amendments passed by the Board up to and including the AGM held in May, 2016.