

LOGAN LAKE MINOR HOCKEY ASSOCIATION

CONSTITUTION - 1982

REVISED MARCH 2006

ARTICLE 1

This organization shall be known as the Logan Lake Minor Hockey Association.

ARTICLE 2

The purposes of the Association are:

- 1) to promote and encourage good citizenship, and sportsmanship among members of the association.
- 2) to establish, maintain, conduct, and promote among members of the association and others, an active interest in amateur hockey.

ARTICLE 3

The operations of the association are to be chiefly carried on in the city or town of Logan Lake and district or municipality. This provision is unalterable.

ARTICLE 4

As an unalterable provision of this constitution, this shall be affiliated with the British Columbia Amateur Hockey Association.

ARTICLE 5

Dissolution Clause: Upon winding up or dissolution of the Society, the assets which remain after payment of all costs, charges, and expenses which are properly incurred in the winding up shall be distributed to:

- such charitable organizations or organizations having similar charitable purpose. This provision shall be unalterable.

BY - LAWS

BY - LAW 1: MEMBERSHIP

1. The following shall be members of the Association:
 - a) any parent or guardian of any player, or
 - b) any person over the age of 19 who is actively involved in the general work of the Association, or
 - c) any person without direct involvement or personal ties can become a member of the Association for a membership fee.
2. Every member shall uphold the Constitution and comply with these By-Laws, rules and regulations.
3. The Annual Membership Fee shall be determined at each Annual General Meeting of the Association.
4. Membership shall expire on May 20, following the date of admittance. Thereafter, membership will expire on May 30 of each year.
5. A person shall also cease to be a member and a member in good standing of the Association:
 - A) by delivering his resignation in writing to the Secretary of the Association, or
 - B) on his/her death, or
 - C) on being expelled
6. A member may, at the discretion of the Executive, cease to be a member of the Logan Lake Minor Hockey Association upon notification from the Executive for conduct deemed to be improper, unbecoming, or likely to endanger the interest or reputation of the Association, or who wilfully commit's a breach of the Constitution or By-Laws of the Association.
7. As an honor, the highest that may be bestowed by the Association, any member who has served this Association for at least 10 years and

rendered outstanding an meritous service in accordance with Article 2 of this Constitution, may be elected an Honorary Life Member at any regular Executive Meeting of the current season, and confirmed at the Annual General Meeting. Honorary Life Members shall have the privilege of acting in an advisory capacity to the Executive and shall be accorded all the rights and privileges of other members.

8. Nominations for Honorary Life Membership must be submitted in writing to the Executive and signed by a member in good standing, detailing the service for which the honor is bestowed.

BY - LAW 2: PLAYER REGISTRATION FEES

1. Each player registered with the Association shall be assessed an annual registration fee set, by the Executive, prior to the current seasons' registration period. This fee will include any assessments by the British Columbia Amateur Hockey Association for membership and/or Mutual Aid registration.
2. The Executive Committee shall have the discretionary power to waive player registration fees in exceptional circumstances.

BY - LAW 3: MEETINGS

1. The Annual General Meeting shall be held on or before May 15. Notice of the Annual General Meeting shall be advertised in the local media at least fourteen (14) days prior to the date of the Annual General Meeting.
2. General Meetings of the Association shall be held every second month during the hockey season (September - March) and at the call of the President.
3. Executive Committee meetings shall be held monthly and at the call of the President.
4. A quorum of Executive meetings shall consist of seven (7) members of the Executive and a quorum at an Annual General Meeting or General Meeting shall consist of fifteen (15) members of the

Association.

5. The order of business at the Annual General Meeting shall be:
 - A) Reading of the minutes of the last Annual General Meeting and Action thereon
 - B) Correspondence
 - C) Treasurer's Report
 - D) Reports of Committees
 - E) Unfinished business
 - F) Election of officers
 - G) Appointment of Auditor
 - H) New business
 - I) Adjournment

BY - LAW 4: VOTING

1. At the Annual General Meeting and General Meetings of the Association, every Member present is entitled to one vote. Proxy votes shall not be permitted.
2. The President shall have a casting vote in the event of a tie, being the only vote the President shall cast.
3. At all meetings of the Association, voting shall be decided by a show of hands unless the meeting decides on a ballot.
4. Decision shall be by majority of votes cast, except as otherwise provided in the By-Laws.
5. In the event that a member of the Executive tenders their resignation, a designate as agreed upon by the Executive will temporarily fill that position until it can be ratified at a General Meeting.
6. Should the President tender his resignation, the First Vice President will immediately fill the position of President. This will be ratified at the next General meeting.

BY - LAW 5: THE OFFICERS, DUTIES, AND POWERS

1. The Officers of the Association shall be: President, Vice-President, Secretary, Treasurer, and three (3) Directors.
2. The Officers will be elected at the Annual General Meeting for a term not exceeding one year.
3. Nominations for the various offices of the Association shall be made by a nomination committee appointed at the last General Meeting prior to the Annual General Meeting. Nominations may also be made from the floor at the Annual Meeting.

PRESIDENT

1. The President shall preside at all meetings of the Executive Committee, General and Annual Meetings. He/she shall perform the duties usual to the office of President.
2. It shall be the duty of the President, immediately after the close of each Annual General Meeting to:
 - A) set the date of the first Executive and General Meetings
 - B) appoint a Finance Committee
 - C) appoint a Discipline Committee
3. The President shall have the power to suspend any team, player, team official, or referee for ungentlemanly conduct on or off the ice, abusive language to any of the officials, or for failure to comply with the Logan Lake Minor Hockey Association Constitution, By-Laws and Regulations pending review of the incident by the Discipline Committee.

VICE PRESIDENT

1. The Vice-President shall, in the absence of the President, have all the power and perform all the duties of the President.

SECRETARY

1. The Secretary's duties shall be to record the minutes of all meetings of the Association, whether Executive, General, Coaches or Annual.
2. The Secretary shall be responsible for all correspondence and any other related duties as required.

TREASURER

1. The Treasurer shall be responsible for maintaining a proper set of books to record the financial transactions of the Association.
2. The Treasurer shall provide a financial report at each General Meeting and a financial statement at the Annual Meeting.

DIRECTORS

1. The Directors shall perform such duties and chair such committees as directed by the President.

BY - LAW 6: COMMITTEES - DUTIES AND POWER

1. The Standing Committees of the Association shall be:
 - A) Executive Committee
 - B) Finance Committee

- C) Discipline Committee
- D) Appeals Committee

EXECUTIVE COMMITTEE

1. The Executive Committee shall consist of the Officers of the Association, Registrar, Equipment Manager, Statistician, Head Coach, Referee-in-Chief, Concession Manager, Rep Team Co-Ordinator, Ice Manager and the Divisional Directors (Initiation, Novice, Atom, Peewee, Bantam, and Midget/Juvenile) to be appointed by the Officers following the Annual General Meeting.
2. The duties of the Executive Committee shall be:
 - A) to fill vacancies that occur on the executive
 - B) to have the power to raise or secure the payment of money in such a manner as a majority of the Executive Committee see fit providing it is within the budget
 - C) to suspend, and/or take disciplinary action that may be deemed necessary against any team, player, team official, referee, or Association member refusing to accept or obey the ruling of the Executive
 - D) by a two-thirds vote to forthwith remove from office any member of the Executive Committee who by being remiss or neglectful of duty or by conduct tending of duty or by conduct tending to impair his/her usefulness as a member of the Executive
 - E) to appoint the coaches and team officials for the various teams in the Association
3. The duties of the Registrar shall be:
 - A) the registering of all members of the Association
 - B) player registration and the registration of all these players with the British Columbia Amateur Hockey Association and the B.C.A.H.A. Mutual Aid Fun.

4. The duties of the Equipment Manager shall be:
 - A) the distribution, maintenance and collection of equipment owned by the Association
 - B) the purchasing of all equipment

5. The duties of the Statistician shall be:
 - A) the provision of score sheets for all games.
 - B) the keeping of accurate records of scoring, goaltending, penalty statistics, and league standings for all games.
 - C) to see that league standings are given tot the local media regularly for release.

6. The duties of the Head Coach shall be:
 - A) to maintain an effective line of communication between the coaches, the Association, and the National Coaches Certification Program.
 - B) to recommend to the Executive Committee the appointment of team coaches and team officials.
 - C) to co-ordinate training programs for all coaches and team officials.
 - D) to attend all coaches meetings.
 - E) to direct all player movement.

7. The duties of the Referee-In-Chief shall be:
 - A) to maintain an effective line of communication between the referees, the Association, and the National Referees Certification Program.
 - B) to co-ordinate training programs for all referees
 - C) to appoint the referees for all league, rep team, and exhibition games, and his appointment shall be final.

- D) to aid time-keepers with advise and necessary training programs.
 - E) to pay referees according to pay scale.
 - F) to get cheques from Treasurer
8. The duties of the Concession Manager shall be:
- A) to oversee the operations of the Logan Lake Minor Hockey Concession
 - B) to organize the Logan Lake Minor Hockey Banquet and other social events.
 - C) to ensure that the concession is open for business during all arena functions.
9. The duties of the Ice Manager shall be:
- A) to obtain ice team.
 - B) the scheduling, re-scheduling, exchange, and cancellation of ice time.
 - C) to approve the time for B.C. Minor Hockey League games or exhibition games through the Rep Team Co-ordinator or Divisional Director prior to scheduling the game.
 - D) to attend meetings for the purpose of establishing the O.M.A.H.A. schedule
 - E) to assume the necessary responsibilities in lieu of a Tournament Director
10. The duties of the Rep Team Co-ordinator shall be:
- A) to act as the Associations' reprehensive to the B.C. Minor Hockey League.
 - B) to oversee the complete operation of the rep teams.
 - C) to approve all rep scheduled, exhibition, and tournament games
 - D) to act as the liaison between the Association and higher category in town
 - E) the signing of players and team officials to C.A.H.A. players

- certificates
 - F) to provide the Registrar with a list of each team's players and officials along with their telephone numbers and C.A.H.A. certificates
 - G) to inform the Equipment Manager of equipment requirements
 - H) to recommend to the Head Coach the appointments and dismissals of team officials
11. The duties of the Divisional Directors shall be:
- A) to oversee league teams in his/her division
 - B) to recommend to the Head Coach the appointment and dismissal of team officials
 - C) to inform the Equipment manager of equipment requirements
 - D) to approve all out of town exhibition games for teams in his/her division
 - E) to co-ordinate the allocation of players, the switching of players, and the dismissal of players from teams within his/her division
 - F) to provide the Registrar with a list of each teams officials and players along with their telephone numbers
12. The Initiation Evaluator will consist of a minimum of three persons and should include the Head Coach. These people will evaluate all players in the Initiation program. After the evaluation, they will decide which players will be in the A, B, C, or D groups. The Initiation Evaluator will work with the Head Coach to assign instructors to different groups within the Initiation Program.
13. The duties of the Coach shall be:
- A) to have credentials as per BCAHA request
 - B) to support the objectives of Article 2, letter (a)
 - C) to be responsible for discipline in regards to bench, dressing room, practice and games
 - D) to ensure his team has a manager

14. The duties of the Tournament Co-ordinator shall be to work with the Divisional Managers to co-ordinate tournaments.

FINANCE COMMITTEE

1. The Finance Committee shall consist of the Treasurer of the Association who shall be Chairperson, and two members appointed by the President at the first Executive meeting.
2. The duties of the Finance Committee shall be to review the finances and expenditures of the Association and recommend to the Executive Committee any course of action which they deem advisable.
3. The Finance Committee shall prepare and circulate a budget of the Proposed operations for the coming year to be approved by the membership at the first General Meeting.

DISCIPLINE COMMITTEE

1. The Discipline Committee shall consist of the President of the Association who shall be Chairman, the Vice-President and three members appointed by the President at the first Executive meeting. One of these shall be the Referee-In-Chief.
2. The duties of the Discipline Committee shall be:
 - A) to review decisions of the President made under By-Law 5, heading President #3
 - B) to review all misconduct penalties (ten minute, game, gross and match) assess players and team officials of the B.C.Minor Hockey Association, and to suspend and/or take disciplinary action that may be deemed necessary against such individuals

APPEALS COMMITTEE

1. The Appeals Committee shall consist of the Officers of the Association.
2. The duties of the Appeal Committee shall be to hear appeals from decisions made by the Discipline Committee as made under By-Law 6.
3. The Appeals Committee may re-admit any team, player, team official or Referee and uphold or modify any decision made by the Discipline Committee under By-Law 6.

BY-LAW 7: APPEAL PROCEDURE

APPEAL COMMITTEE

1. Any team, player, team official, or referee may appeal any decision of the Discipline Committee.
2. Any appeal to the Appeal Committee by the aggrieved party shall be in writing outlining all particulars pertaining to the case and shall be delivered to the Secretary of the Association within seven (7) days of being notified of the decision of the Discipline Committee.

EXECUTIVE COMMITTEE

1. Any team, player, or referee may appeal the decision of the Appeal Committee to the Executive Committee of the Association.
2. Any appeal to the Executive Committee by the aggrieved party shall be in writing outlining all particulars pertaining to the case and shall be delivered to the Secretary of the Association within seven (7) days of being notified of the decision of the Appeal Committee.
3. The appeal will be heard at the next Executive meeting.

BY-LAW 8: AMENDMENTS TO THE CONSTITUTION AND BY-LAWS

1. Resolutions to amend or alter the Constitution or By-Laws can be made at any General Meeting.
2. Amendments to the Constitution and By-Laws shall require a majority of not less than seventy-five percent (75%) of the members voting.

BY-LAW 9: BORROWING

1. Under no circumstances will the Officers, Directors, members of the Association raise money by borrowing or any other method requiring repayment of said money.

BY-LAW 10: AUDIT OF ACCOUNTS

1. The books of accounts shall be audited and a financial statement prepared, which shall be presented at the Annual General Meeting.

BY-LAW 11: RENUMERATION

1. No voting members of the Executive or board of directors receive remuneration or other financial benefits for their service to the organization, regardless of the type of service performed.

