

*PORT COQUITLAM
MINOR LACROSSE ASSOCIATION
CONSTITUTION AND BY-LAWS*

Last updated September 15, 2013 AGM

CONSTITUTION

1. The name of the Society is "**PORT COQUITLAM MINOR LACROSSE ASSOCIATION**" and that this Association shall be duly registered according to the "**Province of British Columbia Societies Act**".

2. The purposes of this Society shall be:
 - a) To encourage and foster amongst its members and all citizens in general, sportsmanship and good citizenship.

 - b) To maintain, increase and perpetuate the interests of Amateur Lacrosse.

 - c) To manage and operate Minor Lacrosse chiefly within the limits of the City of Port Coquitlam, British Columbia.

 - d) To encourage and promote competition for its members in Inter-Association league play.

3. That it be an unalterable provision of the Constitution that upon dissolution of Port Coquitlam Minor Lacrosse Association, all assets of the Association be turned over to the Port Coquitlam Amateur Athletic Association.

4. That it also be an unalterable provision of this Constitution, that this Association shall be affiliated with the British Columbia Amateur Lacrosse Association.

BY-LAWS

ARTICLE I - AFFILIATION

- A. The Association shall maintain in good standing its membership or affiliation, as the case may be, with each of the following named associations (hereinafter referred to collectively as "the Associations"):
- i) Canadian Lacrosse Association (hereinafter referred to as "CLA"),
 - ii) British Columbia Lacrosse Association (hereinafter referred to as "BCLA"),
 - iii)
 - a) Lower Mainland Minor Lacrosse Commission (hereinafter referred to as "LMMLC"),
 - b) Pacific Coast Field Lacrosse League (hereinafter referred to as "PCFLL"),
 - c) Lower Mainland Women's Field Lacrosse League (hereinafter referred to as "LMWFLL"), and
 - iv) Port Coquitlam Amateur Athletic Association (hereinafter referred to as "PAAAA").
- B. The Association shall comply with all applicable by-laws, rules and regulations by which the Associations are governed and upon receiving proper notice, the Association shall arrange that it will be represented by one or more persons, at all Special, Regular and Annual General Meetings of the Associations.

ARTICLE 2 - MEMBERSHIP

- A. The membership of the Association shall be limited to those who have hereunto subscribed their names to the within Constitution and By-laws and to those persons who apply as Regular Members, are appointed as Associate Members, or who are voted by the membership as Life Members, as outlined below, subsequent to the incorporation of the Association.
- B. **REGULAR MEMBERSHIP** shall be open to any parent, or legal guardian of an infant or child who can play lacrosse or wishes to learn to play lacrosse (such infant or child shall hereinafter be referred to as "a player") and who can fulfill the following- requirements. The priorities are as follows and shall be confined to:
- i) a player residing with his parent, or legal guardian, within the geographical boundaries of the City of Port Coquitlam or
 - ii) player duly transferred according to regulations as set by the Associations.
- C. **ASSOCIATE MEMBERSHIP** shall be granted by the Association each year
- i) to those persons, firms or corporations who are nominated by the Executive Committee and who have accepted such nomination as a sponsor of a Team (hereinafter referred to as a "Team Sponsor"); and

- ii) to those persons who are nineteen (19) years of age or older and who, in the opinion of the Executive Committee, have demonstrated a sincere interest and taken an active part in promoting the purposes of the Association.
- D. **LIFE MEMBERSHIP** may be bestowed as an honour, upon any member of the Association who has rendered distinctive or meritorious service to the Association, for a period of at least ten (10) years prior to nomination.
- i) Nomination of such person for life membership, may be proposed in writing by any regular member of the Association provided that such nomination is delivered to the Chairperson of the Life Membership Committee, at least forty-five (45) days prior to an Annual General Meeting. The nomination shall refer in detail to the particulars of the distinctive or meritorious service of such member for which the honour of a life membership is recommended. After receiving the nomination particulars the Chairperson shall convene a meeting of the Life Membership Committee at a time and place convenient for the committee members to review the particulars.
 - ii) If the majority of the members of the Life Membership Committee after putting the nomination to a vote deem the nomination acceptable, the Chairperson shall notify the secretary for the Executive Committee of the Association, for the approval of the Executive Committee and if approved the Chairperson of the Executive Committee shall instruct the Secretary to include the written nomination containing the particulars of the nominee's service record to add, as further business and to be considered at the Annual General Meeting of the Association, a motion to approve the granting of a Life Membership to the nominee by a simple majority vote of those present and entitled to vote.
 - iii) If the nomination is approved by the Membership attending the Annual General Meeting following the vote the name of the nominee shall be attached to and become part of the minutes of the Annual General Meeting and a certificate of such resolution shall be delivered to the nominee as proof of having received the honour of a Life Membership in the Association.
- E. With the exception of Life Members, Membership in the Association shall be for a period of one (1) year commencing on the first day in the month of January and terminating on the thirty-first day in the month of December subject only to the following provisions regarding Regular Members deemed or determined not to be in good standing with the Association.
- F. Except for the period of time of suspension, membership by a Member in the Association shall immediately cease upon such Member being determined to be "not in good standing" with the Association, or upon:
- i) giving twenty (20) days written notice of resignation to the secretary of the Association and the Executive Committee approves the resignation;
 - ii) giving ten (10) days verbal notice of resignation to the President of the Association and the Executive Committee approves the resignation;
 - iii) failing to register or reregister a player with the Association within the time allotted each year for registrations;

- iv) being expelled from membership by the Association.

G. SUSPENSION AND EXPULSION FROM MEMBERSHIP:

- i) The President of the Association is authorized and obliged to suspend any Member or any player for a fixed or indefinite period of time, which shall be at the discretion of the President, if in the opinion of the President, the Member, or the player, as the case may be from time to time, has conducted himself or herself in a manner which is adverse to purposes stated in the Constitution of the Association or to the good government of the Association. The President shall give written notice to either the Member, or the player, as the case may be, of the suspension and shall convene the Discipline Committee to receive a copy of the notice of suspension and the written report of the President's action to suspend the Member or the player.
- ii) The Discipline Committee shall convene a meeting solely for the purposes of hearing the evidence and learning of the circumstances of the suspension. The hearing shall take place at the meeting within seven (7) days following notice to the Member or to the parents of the player, advising of the meeting and giving the Member or the parents of the player an opportunity to attend the meeting and make submissions to the Discipline Committee.
- iii) The Discipline Committee shall determine whether the Member or the player has been has acted improperly, has acted in a manner unbecoming or endangering the interest or reputation of the Association, has committed a breach of the aims or purposes as stated in the Constitution of the Association, or has committed a breach of the provisions of the By-laws of the Association.
- iv) Following the hearing, the Discipline Committee shall determine whether or not to continue the suspension for a definite period of time, or expel the Member or player permanently from membership in the Association. Such determination shall be delivered to the resident address of the suspended Member or player, as the case may be, within forty-eight (48) hours following the conclusion of the hearing;
- iv) In the event the suspended Member or parent of a suspended player wishes to appeal the decision of the Discipline Committee, upon payment of the sum of FIFTY (\$50.00) DOLLARS as a deposit and delivery of the same together with written particulars confirming the basis of the appeal to the Secretary of the Association, the Secretary shall convene a meeting of the Appeals Committee to be held not later than seven (7) days following notice to the suspended or expelled Member or player. The Discipline Committee shall provide a written report to the Appeals Committee giving reasons for suspension or expulsion of the Member or player. Following the appeal the Appeals Committee shall provide its decision on the appeal within seven (7) days following the last day of the hearing. The decision of the Appeals Committee shall be delivered to the resident address of the suspended or expelled Member or player, as the case may be, within forty-eight (48) hours following the conclusion of the hearing. If the decision of the Discipline Committee is upheld the deposit shall be retained by the Association and treated as income from a donor. If the decision is reversed the deposit will be refunded forthwith to the Member or the parent of the player.
- v) If the suspended or expelled Member or parent of a player is dissatisfied with the decision of the Appeals Committee, the suspended or expelled Member or the parent of the player may appeal to the Executive Committee upon payment of the sum of ONE HUNDRED (\$100.00) DOLLARS as a deposit and delivery of the same together with written particulars confirming the basis of the appeal, to the President of the Association, and the President shall convene a meeting of the Executive Committee to be held not

later than seven (7) days following written notice from the suspended or expelled Member or player. Following the appeal the Executive Committee shall provide its decision on the appeal within seven (7) days following the last day of the hearing. The decision of the Executive Committee shall be delivered to the resident address of the suspended or expelled Member or parent of the player within forty-eight (48) hours following the conclusion of the hearing. If the decision of the Appeals Committee is upheld the deposit shall be retained by the Association and treated as income from a donor. If the decision is reversed the deposit will be refunded together with the previous deposit of FIFTY (\$50.00) DOLLARS forthwith to the Member or the parent of the player as the case may be.

- vi) A suspended or expelled Member or parent of the player shall have the privilege of attending the next Annual General Meeting of the Association or extraordinary general meeting of the Membership and address those present with a view of seeking reinstatement as a Member or a player in good standing upon giving written notice to the Secretary of the Association to place on the agenda of business to transact at the meeting the issue of reinstatement of the suspended or expelled Member or player, as the case may be, to be determined by majority vote of the Membership in attendance provided that such motion is duly moved and seconded by the Membership in attendance. Notwithstanding, if the motion to reinstate is passed by a majority vote the deposits will be returned by the Association, to the suspended or expelled Member, or the player, as the case may be.

ARTICLE 3 - OFFICERS AND EXECUTIVE

- A. Subject to the provisions hereinafter, the Executive Committee shall be elected at each Annual General Meeting of the Membership of the Association from those members who are not less than 19 years of age and who are Members in good standing in the Association.
- B. The Executive Committee shall comprise
 - i) Those Members who were entitled to be elected for the following eight (8) named positions as Officers of the Association: the Past President (whose election by the Membership shall not be required), the President, the 1st Vice-President, the 2nd Vice-President, the 3rd Vice-President, 4th Vice-President, the Secretary, the Registrar, the Treasurer, and
 - ii) Eleven (11) directors each of whom will assume one of the following positions while serving on the Executive Committee and perform the duties ascribed, at the direction of the President:
 - a) Public Relations
 - b) Equipment Manager
 - c) Referee-in-chief
 - d) Head Coach
 - e) Tyke Division Manager
 - f) Novice Division Manger
 - g) PeeWee Division Manager
 - h) Bantam Division Manager and,
 - i) Midget Division Manager
 - j) Female Division Manager
 - k) Mini tyke Division Manager

- C.
 - i) Save for the office of Past President who shall serve until a successor Past President shall be determined, each officer shall serve the Association from the time of their election, or appointment to fill a vacancy for the unexpired period of the vacating officer, to the time of retirement; save for those offices hereinafter referred to, unless there be no successor to stand for election, all officers shall retire at the commencement of the second consecutive Annual General Meeting of the Association following the election of Officers, such offices shall be served by those Members who are elected to fill such offices, or by those Members who shall continue to hold office in the event no successor will stand for election to their position. Until the second Annual General Meeting of the Association, they must retire.
 - ii) Following their election, each Director of the Association shall serve until the next Annual General Meeting of the Association, or until their successor is duly elected or appointed.
- D. Any officer or director may be permanently removed from office upon a vote of the Membership of the Association at an Annual General Meeting or at an Extraordinary General Meeting of the Membership, called for that purpose being cast and seventy-five percent (75%) of the Membership present voting in favour of removal.
- E. Those members of the Executive Committee who are not being considered for removal from office may remove any member or members of the Executive upon a unanimous vote in favour of removal; the member or members being considered for removal shall not be entitled to vote.
- F. Upon a vacancy occurring at any time and from time to time in the Executive Committee, the President shall appoint a Regular Member of the Association to hold office until the next Annual General Meeting or until a successor shall be duly elected or appointed. Upon a position vacancy should occur during the first year of a two-year term, a member duly elected shall serve only the balance, or the remainder of the term.
- G. No Member may hold more than one position on the Executive Committee.

The Executive Committee shall constitute, amend and publish each calendar year on or before January 31 the "Rules and Regulations" relating to the day to day operation and operating policies of the Association. The Rules and Regulations and the policies so amended and produced shall be distributed to each Coach before "Try-outs" commence in that playing season. All policies shall be implemented and without limiting the foregoing, shall be implemented with respect to:

- 1) "Team Selection",
- 2) "Risk Management",
- 3) "Equipment",
- 4) "Team Officials",
- 5) "Parents",
- 6) "Players' Responsibility",
- 7) "Fund-Raising Guidelines", and
- 8) "Other Rules and Regulations" as required by the Executive Committee from time to time.

ARTICLE 4 - FINANCES OF THE ASSOCIATION

- A. The Executive Committee shall have the power to raise money by whatever means lawfully available to the Executive Committee from time to time and shall have the discretion to apply all money or any part of the money so acquired in any manner the Executive Committee deems appropriate to further the objects and purposes of the Association as recited in the Constitution of the Association and without limiting the foregoing the Executive Committee may purchase, lease or otherwise acquire and dispose of any or all of the same for reward for the Association and the account and property of the Association.
- B. The Executive Committee shall not cause the Association to issue any mortgage, bond or debenture without first obtaining the approval of the Membership of the Association, by special resolution of the Membership, at a meeting called for that purpose.

ARTICLE 5 - OFFICERS AND EXECUTIVE

- A. Each member of the Executive Committee shall commence serving the Association immediately following their election or appointment and as such shall actively commence work and assume control of the Association, on the 1st day of October, of each year.
- B. The Executive Committee shall engage the auditor appointed by the Membership at an Annual General Meeting of the Association, as required by these By-Laws and assure that the financial statements are prepared by the auditor and available to each member to inspect or take copies of the same, as required by these By-Laws, for the approval of the Membership at an Annual general Meeting.

ARTICLE 6 - OFFICERS OF THE ASSOCIATION

A. PAST PRESIDENT:

- i.) A Past President shall hold the office of Past President until his successor has been declared by the President, immediately following each Annual General Meeting, of the Association. The Past President so determined, shall perform the duties and carry out the responsibilities allocated or set by the President both actively, if required by the President and in an advisory capacity when requested by the President, or any member of the Executive Committee of the Association.

B. PRESIDENT:

- i) The President shall preside at all meetings of the Association;
- ii) The President shall represent the Association at meetings of the Port Coquitlam Recreation Department and of the Associations;
- iii) The President shall have the power and discretion to suspend indefinitely any team of players, any Regular Member, any player, any team official, any parent, or any referee for misconduct or conduct unbecoming a Regular Member of the Association, in the opinion of the President; for use of abusive language, or for breach of the Rules or Regulations set down by the Executive Committee from time to time, for breach of the spirit and intent of the Constitution of the Association, for breach of any By-law of the Association, or for breach of any announced policy of the Association, until the event or incident has been reviewed and determined by the Discipline Committee;
- iv) The President shall be chairperson of the Life Membership Committee.

C. 1ST VICE-PRESIDENT:

- i) The 1st Vice-President shall chair all meetings of the Finance Committee;
- ii) The 1st Vice-President shall assist the President in the performance of the President's duties;
- iii) The 1st Vice-President shall, in the absence of the President, perform the duties of the President;
- iv) The 1st Vice-President shall chair the Discipline Committee;
- v) The 1st Vice-President shall attend the LMMLC regular and other duly called meetings;
- vi) The 1st Vice-President shall present an operating budget to the Executive Committee prior to January 31 of each year, for the immediate and upcoming season; and
- vii) Without limiting the foregoing, the 1st Vice-President shall perform such other duties as may be assigned to the 1st Vice-President, by the President.

D. 2ND VICE-PRESIDENT:

- i) The 2nd Vice-President shall act as chairman of all meetings of the Appeals Committee;
- ii) The 2nd Vice-President shall be a member of the Finance Committee;
- iii) The 2nd Vice-President shall, in the absence of the President and the 1st Vice-President perform the duties of the President;
- iv) The 2nd Vice-President shall attend PCAA meetings regular and other duly called meetings;
- v) The 2nd Vice-President shall attend LMMLC meetings, regular and other duly called meetings;
- vi) Without limiting the foregoing, the 2nd Vice-President shall perform such other duties as may be assigned to the 1st Vice-President by the President;
- vii) The second Vice-President shall coordinate PCMLA's tournaments with BCLA, Minor Directorate, and LMMLC.

E. 3RD VICE-PRESIDENT:

- i) The 3rd Vice-President shall negotiate, schedule and allocate floor time for the Association.
- ii) The 3rd Vice-President shall, in the absence of the President and the 1st Vice-President 2nd Vice-President and the President shall perform their duties;
- iii) The 3rd Vice-President shall be a member of the Discipline Committee;
- iv) Without limiting the foregoing, the 3rd Vice-President shall perform such other duties as may be assigned to the 3rd Vice-President by the President.

F. 4TH VICE-PRESIDENT:

- i) The 4th Vice-President shall be responsible to arrange the ongoings for field lacrosse.
- ii) The 4th Vice-President shall attend all PCFLL meetings.
- iii) Without limiting the foregoing, the 4th Vice-President shall perform such other duties as may be assigned to the 4th Vice-President by the President.

G. REGISTRAR:

- i) The Registrar shall maintain permanent records of all registered players of the Association and of all annual registrations of players, coaches and managers;
- ii) The Registrar shall register all players with BCLA;

- iii) Without limiting the foregoing, the Registrar shall perform such other duties as may be assigned to the Registrar, by the President.

H. TREASURER:

- i) The Treasurer shall maintain the financial transactions and the records of the same for the Association;
- ii) The Treasurer shall provide the Executive Committee with a verbal or written financial report at each regularly scheduled Executive Committee meeting;
- iii) The Treasurer shall present to the Membership of the Association at each Annual General Meeting an financial report representative of the accounts of the Association, as of July 31 and shall present to the Membership an audited financial statement as required by these By-Laws;
- iv) Upon Expiration of the duly elected or appointed term, resignation, or expulsion an audited financial report representative of the accounts of the Association as of July 31, shall be presented to the Membership, for their approval, at the subsequent Annual General Meeting;
- v) The Treasurer shall serve on the Finance Committee;
- vi) Without limiting the foregoing, the Treasurer shall perform such other duties as may be assigned to the Treasurer, by the President.

I. SECRETARY:

- i) The Secretary shall maintain a full and complete record of all meetings, as required by the President;
- ii) The Secretary shall be responsible for all correspondence and related duties;
- iii) The Secretary shall ensure all statements, lists or other reports are filed as required;
- iv) The Secretary shall maintain the Association in good standing with the Registrar of Companies; and
- v) Without limiting the foregoing, the Secretary shall perform such other duties as may be assigned to the Secretary, by the President.

ARTICLE 7 - DIRECTORS

A. EQUIPMENT MANAGER:

- i) Shall efficiently distribute, maintain and collect all equipment and supplies owned by the Association;
- ii) Shall present an accurate inventory of all equipment and supplies of the Association at any time so requested by the President and at least once no later than December 31 of each year;
- iii) Shall prepare a proposal for purchase and repair of equipment and supplies to the Finance Committee for budget purposes, at any time so requested by the President and at least once no later than January 31, of each year;
- iv) Shall purchase equipment and supplies as approved and directed by the Executive Committee who shall be bound to restrict such purchases up to the amount budgeted by the Finance Committee;
- v) Shall perform such other duties as may be assigned by the President, from time to time.

B. HEAD COACH:

- i) Shall maintain effective lines of communication between the Coaches for the Association and the Coaches Association for BCLA (BCLCA), including the National Coaches Certification Program (NCCP);
- ii) Shall recommend to the Executive Committee the appointment of coaches and team officials based upon the recommendations of the Coaches Selection Committee;
- iii) Shall assume the duties of chairperson of all meetings of the Coaches Selection Committee;
- iv) Shall coordinate training programs and regular meetings for all-coaches and team officials;
- v) Shall assume the duties of chairperson of clinics sponsored and promoted by BCLA;
- vi) Shall perform all other duties as may be assigned by the President, from time to time.

C. REFEREE-IN-CHIEF (Head Referee):

- i) Shall maintain effective lines of communication between the Association Referees, the Association, BCLA and BCLOA;
- ii) Shall coordinate training programs and regular meetings for all referees;
- iii) Shall appoint Assignors to assign referees for all games authorized by the Association;
- iv) Shall assist in training and guiding time-keepers in the performance of their duties including arranging training programs if necessary to maintain a high degree of competence in the field of time-keeping;
- v) Shall be a member of the Discipline Committee.
- vi) Shall perform all other duties as may be assigned by the President from time to time.

D. PUBLIC RELATIONS (Fund Raising and Promotions):

- i) Shall maintain a liaison with local media representatives;
- ii) Shall maintain close contact with Coaches and Divisional Managers;
- iii) Shall coordinate special events, and without limiting the foregoing, shall coordinate the annual dance-mixer social event for the Association and such other events as may be decided upon by the Executive Committee, from time to time;
- iv) Shall maintain a social calendar for the Association and report on all team fund raising activities within the boundaries of the Association;
- v) Shall maintain an arena bulletin board with all planned and current events recorded thereon;
- vi) Shall arrange for all awards and scholarships and awards and scholarship ceremonies, including any gifts to be presented by the President on behalf of the Association, along with the relevant historical background for each award, scholarship and gift to be presented;
- vii) Shall perform all other duties as may be assigned by the President, from time to time.

E. DIVISION MANAGERS: namely,

- i) of TYKE;
- ii) of NOVICE;
- iii) of PEEWEE;
- iv) of BANTAM;
- v) of MIDGET. and
- vi) of Female
- vii) of Mini tyke

Who shall each:

- i) Operate tryouts for representative teams for the Association within their division within the time prescribed by the Executive Committee;
- ii) Conduct a fair and equitable player draft where and when required within their division;

- iii) Supervise and administrate the activities of all teams in their divisions;
- iv) Serve on the Coaches Selection Committee, for their respective division;
- v) Serve on the Discipline Committee, for their respective division;
- vi) Perform all other duties as may be assigned by the President from time to time.

ARTICLE 8 - MEETINGS

- A. The Annual General Meeting of the Association shall be held on the third (3rd) Sunday of September at such place as prescribed by the Executive Committee. The fiscal year of the Society shall end on the last day of July in each year.
- B. The General Meeting mentioned as By-Law 8 A., shall be called the Annual General Meeting. All other general meetings shall be called Extraordinary General Meetings.
- C. The Executive Committee may, whenever they think fit, convene an Extraordinary General Meeting. An extraordinary general meeting may also be convened on the written requisition of ten per centum (10%) or more of the Membership of the Association, in good standing.
- D. Twenty-eight (28) clear days' notice of all general meetings shall be given by written notice addressed to each member of the Association, who is entitled to vote at such meetings and who have supplied the Association with an address and also by publication in the manner prescribed by the Executive Committee. Notice of a general meeting shall specify the place, the day and the hour of the meeting, and, in case of special business, the general nature of that business.
- E. The accidental omission to give notice of a meeting to, or the non-receipt of a notice by any of the Membership entitled to receive notice, does not invalidate a proceeding at that meeting.
- F. A quorum at any general meeting of the Membership shall be fifty (50) Members who are in good standing and present at the meeting; unless otherwise prescribed by the Societies Act, a simple majority vote shall be sufficient to pass any resolutions properly proposed for consideration of the Membership;
- G. Executive Committee meetings shall be held as required, with a minimum of one (1) each month and it shall be obligatory for each director to present at each meeting a written or oral report detailing their activities and performances from the time of the previous meeting. Further, each standing committee chairperson, as appointed by the president shall present their written reports in a timely manner to the Executive Committee. A quorum for an Executive Committee meeting shall be a simple majority of the Executive Committee.
- H. Subject to the By-laws and the Constitution of the Association and to the Societies Act of the Province of British Columbia, Robert's Rules of Order shall be applied at each general meeting of the Membership of the Association and all other committee meetings.

ARTICLE 9 - ORDER OF BUSINESS

- A. A "Call to Meeting" shall be presented to each member at least Twenty-eight (28) days prior to the Annual General Meeting, or any General Meeting of the Membership of the Association. Items

for the Agenda must be received by the Secretary of the Association, 21 days prior to the Meeting. No other items of business shall be raised or discussed at such meeting.

ARTICLE 10 - VOTING

- A. At any General Meeting of the Association, all Regular, Associate and Life Members of the Association shall have one (1) vote.
- B. The President shall NOT have a casting vote in the event of a dead-lock or tie on any vote taken on any motion duly presented for consideration of the Membership.
- C. No proxies shall be allowed or permitted at any meeting of the Membership of the Association.
- D. At all meetings of the Association, voting shall be by a show of hands unless a poll is demanded and the Membership in attendance decides upon a ballot.
- E. Resolutions duly proposed need only a simple majority of votes in favour either by a show of hands or by votes cast by ballot subject only to such matters as are governed by the Societies Act of the Province of British Columbia.
- F. Amendments to the Constitution and Bylaws shall require a seventy-five percent (75%) majority vote.

ARTICLE 11 - DISCIPLINE COMMITTEE

- A. The Discipline Committee shall consist of the 1st Vice-President of the Association who shall be the Chairperson, the 3rd Vice-President, the Referee-In-Chief and one (1) other Executive member appointed by the President at the first executive Meeting following the Annual General Meeting. The relevant Division Manager will also form part of this committee as a pro temp and ad hoc member who is involved in the hearing convened for the purpose of determining the issues and finding of fact and rendering a determination of the issues. No member of the Discipline Committee is qualified to serve on the Appeals Committee.
- B. The duties of the Discipline Committee shall be to review decisions of the President under Article 2-G-i), including reviewing misconduct penalties comprising "Ten Minute", "Game", "Gross" and "Match" penalties assessed players and team officials of the Association and to suspend and or take disciplinary action deemed necessary against such players or individuals involved. Penalties received under this article shall be reported to the President by the appropriate team official within 48 hours.

ARTICLE 12 - APPEALS COMMITTEE

- A. The Appeals Committee shall consist of the 2nd Vice-President, which shall be the Chairperson and two other directors, not serving on the Discipline Committee, who are appointed by the President.
- B. The duties of the Appeals Committee shall be to hear appeals from decisions made by the Discipline Committee as made under Article 11, or from any member felt to be aggrieved.
- C. The Appeal Committee may re-admit any team, player, team official, parent or referee or uphold or modify any decision made by the Discipline Committee, made under Article 11.

ARTICLE 13 - APPEAL PROCEDURE

- A. Within seven (7) days of being notified of the decision of the Discipline Committee, any person feeling aggrieved by such decision shall file with the Secretary of the Association, a summary in writing outlining all particulars pertaining to the case and shall deposit with the Secretary of the Association, the sum of Twenty-five (\$25.00) Dollars by certified cheque. If the appeal is upheld the Association shall retain the deposit as general revenue.
- B. If the person is dissatisfied with the decision of the Appeal Committee, such person may appeal to the Executive Committee of the Association.
- C. An appeal to the Executive Committee shall be in writing outlining all particulars and shall be delivered to the Secretary of the Association with a deposit of Fifty (50.00) Dollars by certified cheque within seven (7) days of notification to the person of the decision of the Appeal Committee. The appeal will be heard by the Executive Committee within seven days of the filing of the appeal with the Secretary of the Association. If the decision of the Appeal Committee is upheld, the Association shall retain the deposit in general revenue.

ARTICLE 14 - ASSOCIATION COLOURS AND TEAM NAME

- A. The recognized official colours of the Association shall be predominantly black in color, with gold and white trim or highlight.
- B. All teams in the Association shall be named and known as the "SAINTS".

ARTICLE 15 - AMENDMENTS TO THE CONSTITUTION & BY-LAWS

- A. Resolutions to amend or alter the Constitution or By-Laws shall only be made at the Annual General Meeting or, an Extraordinary General Meeting of the Association.
- B. Amendments to the Constitution and By-laws shall require a seventy-five percent (75%) majority vote.

ARTICLE 16 - PROCLAMATION

- A. Amendments to the Constitution and By-Laws shall become effective immediately upon acceptance and filing' of the same with the Registrar of Companies of the Province of British Columbia pursuant to the Societies Act of the Province of British Columbia.