

PROPOSED AMMENDMENT #1

Proposed Revision to Section 3 and further references in BMLA Constitution & By-Laws

It is proposed to make the Field Coordinator (appointed) position a voted on position and rename to: "VP Field Lacrosse". Field Lacrosse represents a large portion of our program and is growing in size and popularity. The change brings our board membership in line with other minor lacrosse organizations.

Key Changes:

Re-Name references of "Field Coordinator" to "VP Field Lacrosse"

3.01 b) Change to "10 Directors and 5 appointed Coordinators"

3.08 Terms of Office: VP of Field shall be voted in during Even Numbered years.

Appendix A (Job Descriptions): Move the Duties of the Field Coordinator from Appendix B to Appendix A and rename to "VP Field Lacrosse"

PROPOSED AMMENDMENT #2

Clean-up Section 3: Governing Structure.

This revision will eliminate duplication between section 3.01 and 3.02 making the document easier to read and understand.

CURRENT WORDING:

SECTION 3: GOVERNING STRUCTURE

3.01 Executive Committee and Board of Directors

- a) The Executive Committee of the Board (Officers of the Corporation) shall consist of the President, Secretary, Treasurer and VP League Development & VP Rep.
- b) The BMLA Board of Directors, as elected at the Annual general Meeting, shall be 9 Directors and 6 appointed Coordinators and will include: as Directors: a President, Treasurer, VP of League Development, VP of Rep, VP of House League, VP of Equipment, VP of Sponsorship, Registrar, and Secretary; and as Coordinators: a Scheduling Coordinator, Referee in Chief, Tournament Coordinator, Field Coordinator, Website Coordinator, and Director of Competition.
- c) The President (or his designate) shall have a casting vote only in the event of a tie.
- d) Members of the BMLA Board of Directors shall be elected or, if appointed, shall commit to a term of two years (unless assuming a position mid-term) commencing at the adjournment of the AGM at which they were elected.
- e) The President and Treasurer cannot hold the same position on the Board for more than two consecutive terms unless voted in by a majority of the members present at the AGM.
- f) The President shall have prior to election, previous experience as a member in good standing of the Association's Board of Directors either elected or appointed.
- g) No three or more related members shall serve as officers in the same term. Officers with signing approval may not be related.
- h) The Board of Directors shall appoint the Coordinators who will not have voting privileges other than at the Annual General Meeting and Special Meetings, with the exception of

those Coordinators on the Board of Directors (as stated in 3.01(B)), who will have voting privileges as a member of the Board of Directors.¹

3.02 Board of Directors

A) The affairs of the Association shall be conducted by the Board of Directors and Coordinators which shall consist of the following nine (9) elected members and six (6) appointed members. Each Director (excluding the President or his designate) shall have one vote and such vote may not be by proxy.

- 1.** President
- 2.** Secretary
- 3.** Treasurer
- 4.** VP League Development
- 5.** VP Rep League
- 6.** VP House League
- 7.** VP Equipment
- 8.** VP Sponsorship
- 9.** Registrar
- 10.** Referee-in-Chief (appointed)
- 11.** Scheduling Coordinator (appointed)
- 12.** Tournament Coordinator (appointed)
- 13.** Field Coordinator (appointed)
- 14.** Website Coordinator (appointed)
- 15.** Director of Competition (appointed)

B) All Association decisions must be ratified by the Board of Directors prior to any action or amendment concerning such decision

C) The Board will meet as directed by the President through the Secretary

D) A majority of the total number of filled positions on the Board constitutes a quorum at any Board meeting. The definition of a quorum is the minimum number of people needed at a meeting to conduct business. An example of a quorum is having eight of the fifteen committee members present in order to introduce a motion at a committee meeting.¹

E) Every Board member, except President and Past President shall have a vote in all decisions,

F) The President or his designate shall have a casting vote only in the event of a tie. Other duties of the Board members shall be outlined in Appendix A

PROPOSED WORDING:

SECTION 3: GOVERNING STRUCTURE

3.01 Executive Committee and Board of Directors

- a) The Executive Committee of the Board (Officers of the Corporation) shall consist of the President, Secretary, Treasurer and VP League Development & VP Rep.
- b) The BMLA Board of Directors, shall include 10 Directors as elected at the Annual General Meeting and 5 appointed Coordinators and will include:
 - 1. President
 - 2. Secretary
 - 3. Treasurer
 - 4. VP League Development
 - 5. VP Rep League
 - 6. VP House League
 - 7. VP Equipment
 - 8. VP Sponsorship
 - 9. Registrar
 - 10. VP Field Lacrosse
 - 11. Referee-in-Chief (appointed)
 - 12. Scheduling Coordinator (appointed)
 - 13. Tournament Coordinator (appointed)
 - 14. Website Coordinator (appointed)
 - 15. Director of Competition (appointed)
- c) The President (or his designate) shall have a casting vote only in the event of a tie.
- d) Members of the BMLA Board of Directors shall be elected or, if appointed, **shall commit to a term of two years** (unless assuming a position mid-term) commencing at the adjournment of the AGM at which they were elected.
- e) The President and Treasurer cannot hold the same position on the Board for more than two consecutive full terms unless voted in by a majority of the members present at the AGM.
- f) The President shall have prior to election, previous experience as a member in good standing of the Association's Board of Directors either elected or appointed.
- g) No three or more related members shall serve as officers in the same term. Officers with signing approval may not be related.

- h) The Board of Directors may appoint the Coordinators who will not have voting privileges other than at the Annual General Meeting and Special Meetings, with the exception of those Coordinators on the Board of Directors (as stated in 3.01(B)), who will have voting privileges as a member of the Board of Directors.

3.02 Board of Director Meetings

- A)** All Association decisions must be ratified by the Board of Directors prior to any action or amendment concerning such decision
- B)** The Board will meet as directed by the President through the Secretary.
- C)** A majority of the total number of filled positions on the Board constitutes a quorum at any Board meeting. The definition of a quorum is the minimum number of people needed at a meeting to conduct business. An example of a quorum is having eight of the fifteen committee members present in order to introduce a motion at a committee meeting.

PROPOSED AMMENDMENT #3

Remove Section from 1.02 – No need to include OLA policy, just refer to it.

OLA MR2.08(b)

A player who is eligible but resident in a municipality with no minor team in any group for which he is eligible, shall sign with the club which is the next closest centre. The distance shall be measured from the player's residence to the two or more municipalities concerned, by the shortest route (excluding toll roads) and by mileage shown on the search engine dictated for OLA registrations for the current playing season. Such player must return to his own municipality the next year of play.

Reason for Removal: This is an OLA regulation that we do not have to duplicate in our constitution.

Proposed Replacement Wording:

The Barrie Minor Lacrosse Association will abide by the Residency Requirements and Regulations set forth by the Ontario Lacrosse Association's Constitution and By-Laws.

PROPOSED AMMENDMENT #4

REVISION: TEAM BUDGETS

REMOVE THE FOLLOWING FROM FINANCE SECTION:

5.03 Financial Report

- D)** Each Box Rep team is responsible for a yearly budget. The team budget report will be submitted to the Board by the August 20th of each year. ¹

ADD THE FOLLOWING:

B7.0 OTHER RULES AND REGULATIONS

B7.1 The Board of Directors may make such Rules and Regulations as may be deemed necessary to promote, develop and govern the sport of Lacrosse in the Barrie District. ¹

B7.2 The Board of Directors may impose such other regulatory measures, as it deems necessary for the efficient administration of the competitive structure of the sport within its jurisdiction. ¹

B7.3 No such regulation may violate the individual's rights or freedom except as may be required to protect the rights and freedom of any other individual and to ensure the stability of the basic structure of the sport.

B7.4 Teams are not permitted to book floor or field time independently. All floor time must be booked through the Scheduling Coordinator and that team may be responsible for the cost of extra floor time.

B7.5 No unused fundraising monies are to be distributed back to parents, any excess will be submitted to the BMLA within 30 days of season end.

B7.6 At no time will teams register in more than 4 away tournaments, not including Provincials.

REVISED TO ADD:

B7.7 Teams must make available a budget for team costs to their parents at the first parent/coach meeting of the season. A copy of this budget must also be provided to the Executive Committee prior to collecting "Team Fee" Money

PROPOSED AMMENDMENT #5

REVISION TO RELEASE WORDING

CURRENT WORDING:

B2.0 - RELEASES

B2.1

In most cases, releases from the Association shall not be granted.

B2.2

All requests should be directed to the President, in writing, at which time he/she will discuss the reasons for staying with the BMLA. If the requestor wishes to further pursue the Release, then an official release request form from the OLA would be submitted to the President who will then schedule a hearing date with the Release Committee and advise the Zone 4 director of the hearing date.

PROPOSED WORDING:

B2.0 - RELEASES

B2.1

All requests should be directed to the President, in writing, at which time he/she will discuss the reasons for staying with the BMLA. If the requestor wishes to further pursue the Release, then an official release request form from the OLA would be submitted to the President who will then schedule a release meeting with the Release Committee.

B2.2

The President will communicate the result of all Release Request meeting to the requestor. The Association will endeavor to make all Release Request decisions within 72 hours of receiving the official Release Request form.

B2.3

The Release Committee's decision is considered final. Should the Requestor decide to pursue an appeal, they are entitled to do so through the established process of the Ontario Lacrosse Association. Board Members should have no further communication with the requestor or associated parties regarding a denied request after the decision has been rendered unless it is for the purpose of registering a player in the Association.

B2.4

Players must be registered with the BMLA before a release request will be heard.

PROPOSED AMMENDMENT #6

Section 6 – STANDING COMMITTEES - RELEASE COMMITTEE

Specify the default members of the Release Committee for Box and Field Lacrosse.

CURRENT WORDING

- D) The Release Committee shall consist of the President, Registrar and VP of Rep and shall be chaired by the President.. Any three members of the Board may hear a release but must disqualify themselves if there is a real or perceived conflict of interest. . There shall always be three members of this committee at any hearing, a release will only be granted by majority vote of committee members. The President will appoint replacement members, as required, under the guidance of the board, to constitute a committee.

PROPOSED WORDING

- D) The Release Committee for Box Lacrosse shall consist of the President, Registrar and VP of Rep and shall be chaired by the President. The Release Committee for Field Lacrosse shall consist of the President, Registrar and VP of Field Lacrosse. Should these board members not be available, any three members of the Board may hear a release but must disqualify themselves if there is a real or perceived conflict of interest. There shall always be three members of this committee at any hearing, a release will only be granted by majority vote of committee members. The President will appoint replacement members, as required, under the guidance of the board, to constitute a committee.

PROPOSED AMMENDMENT #7

EXPENDITURES CLARIFICATION

Revise the current Expenditures Policy to include more flexibly for approving purchases and to define when multiple quotes are required.

CURRENT POLICY

5.04 Expenditures

All of the Association's expenditures over \$100.00 per transaction must first be approved by the Board of Directors.

- a) All requests for reimbursement of expenses incurred on behalf of the Association shall be accompanied by appropriate receipts; signed and dated.
- b) A budget and on-going summary of expenditures shall be prepared for all lacrosse programs, special events, fundraising, invitational and OLA Provincial tournaments by the Coordinator of the program or event as deemed necessary by the Executive. The budgets where required shall be approved by the Executive. The summary of expenditures shall be submitted to the Treasurer and the Executive for review within 30 days following the event or completion of the program or within 30 days of said request being made.

REVISED POLICY

5.04 Expenditures

All of the Association's expenditures must first be approved prior to purchase. The process for approving, tracking and payment of expenditures is the responsibility of the Treasurer to define.

- Purchases under \$100 inclusive of taxes must be approved by either the Treasurer or President
 - Purchases under \$500 inclusive of taxes must be approved by the Executive Committee. A written quote including shipping, taxes or other miscellaneous charges must accompany the request.
 - Purchases over \$500 inclusive of taxes must be approved by the Board of Directors. All purchase requests over \$500 must be accompanied by three quotes unless it is determined by the Board of Directors that a sole source is appropriate for the purchase.
- a) All requests for reimbursement of expenses incurred on behalf of the Association shall be accompanied by appropriate receipts; signed and dated.
 - b) A budget and on-going summary of expenditures shall be prepared for all lacrosse programs, special events, fundraising, invitational and OLA Provincial tournaments by the Coordinator of the program or event as deemed necessary by the Executive. The budgets where required shall be approved by the Executive. The summary of expenditures shall be submitted to the Treasurer and the Executive for review within 30 days following the event or completion of the program or within 30 days of said request being made.

PROPOSED AMMENDMENT #8

EQUIPMENT PURCHASE

Revise the current Equipment Policy to reflect the procurement policy in section 5.04 of the Constitution for approvals.

CURRENT POLICY

- B5.3 To the extent practical, purchases will be made based on 3 quotations. Purchases of over \$250.00 shall be evaluated based on written quotations. The criteria for evaluating the quotes shall be price, quality, and delivery. The Association will support local businesses to the extent that their prices are competitive.

REVISED POLICY

- B5.3 Purchases of equipment will be subject to section 5.04 of the Constitution for approval of expenditures prior to purchase. The criteria for evaluating the quotes shall be price, quality, and delivery. The Association will try and support local businesses as long as their prices are competitive.

PROPOSED AMMENDMENT #9

ADD 2018 Policy on Tournament and Fee Payments to Constitution & By-Laws

POLICY

APPENDIX G – Tournament and Fee Payment Schedule

The Barrie Minor Lacrosse Treasurer will make every effort to accommodate the payment requests from our coaches to register their teams in tournaments. The Board understands that coaches may not have the personal funds to pre-pay these expenses prior to team fees being collected.

In an effort to ensure that the association always has a healthy level of funds available to it, the following guidelines must be adhered to:

Prior to February 1st – Coaches wishing to enter into a tournament must pay for their entry or arrange for the hosting association to accept a postdated BMLA cheque payable on or after February 1st.

After February 1st – The association will provide payment to hosting associations on behalf of the team pending re-payment when team fees are collected. Any tournament fees paid by a coach prior to February 1st will be reimbursed with proof-of-payment.

May 15th – All players rostered to the Rep Team must have paid their Rep Fee to the BMLA. Any player who has not paid or made arrangements with the BMLA Treasurer to pay their fees is **NOT PERMITTED TO PARTICIPATE**.

May 30th – All monies owed to the BMLA for Tournament payments or team apparel must be paid back in full. Player cards will not be provided to coaches until everything has been paid. It is the team coach and managers responsibility to collect and manage the Team Fees.

NOTE: Team Fees are payable to the coach or manager only. Teams are responsible for handling their own accounting for team expenses such as Tournament, Apparel and/or social events in accordance with the Association's Constitution and By-Laws.

PROPOSED AMMENDMENT #10

ADD 2018 Policy on Sponsorship Allocation to Constitution & By-Laws

APPENDIX H - Sponsorship Allocation Policy – Rep Teams

The VP of Sponsorship will make a best effort to locate a primary sponsor for each Rep Box team. Once a primary sponsor has been located for each and every Rep Box Team, additional sponsors may be obtained for individual teams.

Sponsorship money from the primary sponsor will be allocated to league expenses. In return, primary sponsors will be acknowledged on the BMLA Website and on the jerseys of the sponsored team. The primary sponsor will also receive a receipt from the BMLA for tax purposes.

Secondary sponsors may be obtained by individual teams to cover team expenses such as, but not limited to tournament fees, warm up shirts and social events. 75% of the amount will be allocated to these team expenses and 25% will be allocated to association expenses. Secondary sponsors will be not acknowledged on game jerseys but they will be entitled to an advertisement on the BMLA website similar to a house league sponsor and will receive a receipt for 100% of the contribution from the BMLA for their contribution. The minimum sponsorship amount for a secondary sponsor is the same as sponsoring a house league team.

In the event that a person directly related to a player on a team (father, mother, grandparent, sibling) wishes to provide sponsorship to the team prior to every rep team having a primary sponsor, the sponsorship may be accepted with the majority approval of the executive committee and provided that the team in question has a primary sponsor in place and that sponsor has paid the fee in full.