

CONSTITUTION AND BYLAWS of the SOCIETY of the
VICTORIA MINOR HOCKEY ASSOCIATION

CONSTITUTION

Article 1 – Name:

This Society shall be known as the “**VICTORIA MINOR HOCKEY ASSOCIATION**” hereinafter referred to as the “**Association**”.

Article 2 – Purpose:

The purpose of the Association is to promote and develop sportsmanship, teamwork, fair-play, physical skills and leadership through a positive disciplined program by; providing a healthy competitive environment not solely for the proficient but rather for the whole Association regardless of gender, ethnicity, ability or age.

Article 3 – Affiliation:

The Association shall be affiliated with the British Columbia Amateur Hockey Association (BC Hockey).

Article 4 – Location:

The principle operations of the Association shall be carried out in the Municipalities of Esquimalt, Oak Bay, Victoria and View Royal as outlined in the BC Hockey residency regulations.

Article 5 – Dissolution:

In the event that the Association should at any time fold or dissolve, the remaining assets, after payment of all debts shall be transferred to a recognized charitable organization in the Province of British Columbia.

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BYLAWS

Bylaw 1 – Membership:

- 1.01 There are four basic types of members of the Association which shall be defined by the following categories:
- a. **Ordinary Members** – are the Parent(s) or Legal Guardian(s) and/or the Player so registered whom have voting rights at AGM and SGM provided they are member(s) in good standing. The parent or legal guardian whom signs a player’s registration form shall be granted status as Ordinary Member. There shall be a maximum of two Adult signatures allowed per registered player. A registered player shall also be considered an Ordinary Member; however, if that player is a Minor they shall not enjoy voting privileges. A player who has reached the age of Majority shall enjoy the privileges of voting at AGM and SGM’s;
 - b. **Other Member** – those who volunteer their services to the Association that do not have any direct ties such as children registered with the Association or have paid any dues or other fees to the Association. Those who are granted Other Member status may be allowed to vote at AGM and SGM Meetings provided they are a member in good standing; and
 - c. **Honorary Members** – those who have been awarded “Life Membership” or if so appointed an Honorary President. They shall enjoy same voting privileges as Ordinary Members.

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- 1.02 Any member regardless of membership category, who, fails to remain in good standing shall be subject to immediate suspension of privileges until such time as they have corrected any shortcomings to which caused the good standing to be in default.
- 1.03 Ordinary Members shall cease to be a member at the termination of the current hockey season. Membership status of an Honorary Member, shall not normally expire provided they are a member in good standing. Executive members shall remain members, until termination or replacement by a newly elected or appointed member.
- 1.04 Any member shall cease to be a member upon receipt of a written and signed "Letter of Resignation" or expiry of membership.
- 1.05 Any member regardless of membership category, will be expelled for any of the following reasons:
- a. use of or possession of an illegal drug or paraphernalia of any kind; and
 - b. being under the influence of alcohol while in the performance of Association duties in the presence of minors.
- Specifically, while acting in a capacity of team or Association member.
- 1.06 An Honorary Membership may be bestowed upon a deserving individual whom has provided distinctive continuous service in good standing to the Association for 5 or more years. An Honorary Member may enjoy the same voting privileges as an Ordinary member.
- 1.07 All members, by virtue of accepting membership within the Association are bound by these regulations.

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Bylaw2 – Composition of the Officers of the Association:

- 2.01 The elected Officers of the Association shall be members of The Board of Directors. Those Officers shall consist of the following:
- a. The President;
 - b. Vice President;
 - c. Recreational Division Governor;
 - d. Representative Division Governor;
 - e. Secretary;
 - f. Treasurer;
 - g. Registrar;
 - h. Director;
 - i. Director; and
 - j. Director.
- 2.02 In addition to the elected Officers of the Association the following Directors should be appointed by the Executive Committee through a special resolution to the Board of Directors:
- a. Association Head Coach;
 - b. Player Development Coordinator;
 - c. Referee in Chief;
- 2.03 Elections for all Officers of the Association shall be held at the AGM or SGM.
- 2.04 The Board of Directors shall meet monthly as directed by the President.
- 2.05 There shall be five standing committees of the Association, they are:
- a. The Executive Committee;
 - b. The Finance Committee;
 - c. The Discipline Committee;
 - d. The Appeals Committee; and
 - e. The Player Development Committee
- Those committee members shall be, appointed by the President within 14 days of accepting the Office of the President.
- 2.06 The Executive Committee shall consist of at least 4 members of the Board of Directors and appointed by the President.

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Bylaw 3 – Duties and Responsibilities of the Board of Directors:

- 3.01 The members of the Board of Directors must be responsible and accountable to the membership. The duties of those appointed member's is outlined in the terms of reference located in Appendix 1 of this document.

Bylaw 4 – Association Meetings:

- 4.01 All of the Association meetings will be conducted in accordance with ***“Roberts Rules of Order”*** subject to the Association Constitution and Bylaws;
- b. Meetings shall be “Chaired” by the President or in his/her absents the appointed Governor;
 - c. There are three types of meetings that must be made known to the whole membership, they are:
 - i) Board of Directors Meeting;
 - ii) AGM; and
 - iii) SGM.
 - d. An agenda shall be promulgated at least 14 days in advance of an AGM, 72 hours in advance of an SGM and 24 hours in advance for a Board meeting;
 - e. Notice for meetings should normally be:
 - i) 30 days for AGM;
 - ii) 7 days for SGM; and
 - iii) Board meetings 7 days unless otherwise directed by the President.
- 4.02 The President may, if required make additions to the agenda when already approved, only in exigent circumstances.

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- 4.03 Quorums:
- a. a quorum of the Board of Directors shall be four members;
 and
 - b. a quorum for an AGM or SGM shall be 25 members of the
 membership. Should the AGM/SGM quorum fail to meet
 that requirement an alternative date no less than 7 days later
 shall be set where all in attendance may vote and approve
 carrying on the business of that meeting with a simple
 majority.
- 4.04 The fiscal year of operations of the Association shall be from 1
 April of the current year to 31 March of the following year.
- 4.05 The AGM shall take place between 1 and 15 April of the current
 year. In 2007 however, it shall only be held on the 1st of March.
- 4.06 Motions tabled at an AGM or SGM that alter the Constitution and
 Bylaws of the Association must have a vote of 75% majority of
 registered voters in order to be ratified.

Bylaw 5 – General:

- 5.01 All Elected Officers, team staff and other volunteers working
 directly with the players or acting on behalf of the membership
 must have completed the Hockey Canada “Speak Out” and have a
 current Criminal Records Check (within the past 12 months).

Bylaw 6 – The Seal:

- 6.01 The Corporate Seal of the Association shall be a circular disc
 inscribing therein the words “Victoria Minor Hockey Association”.
 The seal shall be kept in the custody of the Secretary of the
 Association and shall not be affixed to any instrument of any
 description save by resolution of the Executive Committee and in
 the presence of the President, Vice President and Secretary or any
 two (2) of them who shall respectively testify by their signature
 that the seal was duly affixed in their presence. This Bylaw is
 unalterable.

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Bylaw 7 – Policy and Other Regulations of the Association:

- 7.01 All Policy and Regulations attached to this Constitution and Bylaws as Appendixes must be approved by the Board of Directors and shall be adhered to as any other Regulation applicable under this Constitution and Bylaws.

Bylaw 8 – Alteration of the Constitution and Bylaws:

- 8.01 The Constitution and Bylaws may only be amended, annulled or rescinded by a special resolution which can only be carried by a 75% majority vote of a quorum of registered voters in attendance at an AGM or SGM. This Bylaw shall be unalterable.