

**Rocky View Lacrosse Association  
PO Box 10583  
Airdrie, Alberta T4A 0H8**

**Rocky View Rage Lacrosse Club  
("Rage")**

**Constitution and By-Laws**

1.0 The name of the Club is the Rocky View Rage Lacrosse Club (the "Rage").

2.0 The objectives of the Club are:

- 2.1 To promote and develop lacrosse throughout the Rocky View district of the Calgary area.
- 2.2 To play an active role in the preparation and implementation of leadership, education, training, communication, supervision and development of programs;
- 2.3 To promote good fellowship among its members and representatives, and to aid and assist in the betterment of lacrosse;
- 2.4 To promote equitable opportunities for players, regardless of sex, race, age or ability, to participate and achieve their personal best in lacrosse throughout the Rocky View area, the City of Calgary and vicinity;
- 2.5 To act as the liaison for its members on any issues concerning the sport of lacrosse in the Rocky View area, the City of Calgary, in the province of Alberta or elsewhere in Canada, and
- 2.6 To promote uniform interpretation and administration of the rules of lacrosse.
- 2.7 To educate members on the history of the game.

**BY-LAWS**

**1.0 Membership**

- 1.1 A member shall be any player, parent or guardian registered with the Rocky View Rage Lacrosse Club. The membership fee shall be the registration fee for a lacrosse player, such fee being determined by the Executive Committee before each new lacrosse year.
- 1.2 Membership shall imply acceptance of the Rage Constitution and By-Laws as well as the CDLA Constitution and By-Laws.
- 1.3 Persons under the age of 18 years may be appointed to any office therein and shall be liable for the payment of subscriptions as if they were of the full age of majority.

1.4 Affiliate members ("Member") are any non-player or no-parent coach, manager or other official, officially registered with the RAGE and who are willing to support the promotion and development of lacrosse in the Rocky View area, the City of Calgary, in Alberta or elsewhere in Canada.

1.5 A member shall be deemed to be in good standing when:

1.5.1 They have paid their annual membership fee and any other dues or fees payable; and

1.5.2 They abide by and comply with these By-Laws; and

1.5.3 They abide by and comply with the CDLA By-Laws; and

1.5.4 They observe faithfully the rules and regulations made from time to time by the Executive Committee.

1.6 The Executive of the RAGE may make rules and from time to time amend such rules for the maintenance or continuation of membership on an inactive basis.

## 2.0 Executive Committee:

2.1 The Rocky View Lacrosse Club shall be governed and represented by its Executive. All members of the Executive shall be members in good standing.

2.2 The Elected Members of the Executive Committee shall be elected at the Annual General Meeting and shall consist of the following:

### A) President, Duties;

- a. Supervises the affairs of the Club and the Executive Committee.
- b. Chairs all meetings of the Club including those of the executive committee.
- c. Speaks on behalf of the Club unless otherwise designated.
- d. Represents the Club at all meetings of CDLA and ALA.
- e. Has expenditure office authority.
- f. Carries out other duties as assigned by the Club.
- g. Is a voting member.

Term: First term two (2) years, following terms one (1) year.

### B) Vice-President, Duties;

- a. Chairs meeting in the absence of the President.
- b. Represents the President at various functions when asked to do so by the President.
- c. Responsible for ensuring all appropriate documentation regarding coaching is received and maintained on file.
- d. Carries out duties assigned by the Executive Committee.

- e. Be the lead contact for the division directors, Director of Evaluations and process
- f. Reports to the President
- g. Is a voting member

Term: First term two (2) years, following terms one (1) year.

#### C) Executive director, Duties

- a. Attends all meetings of the Club including Executive Committee and keeps accurate minutes of these meetings.
- b. Responsible for assigned club correspondence.
- c. Notifies members of meetings.
- d. Responsible for advertising, organizing and operating annual Club registration.
- e. Keeps an accurate account of names and addresses of members.
- f. Responsible for ensuring all accounts are paid for insurance purposes
- g. Corresponds with other Clubs and CDLA regarding player release requests. Advises the President regarding protocol concerning release requests.
- h. Responsible for securing facilities for Club. Evaluation and pre-season practices
- i. Responsible for Scheduling Floor time for fun day
- j. Corresponds directly with CDLA regarding league scheduling.
- k. Carries out other duties as assigned by the Executive Committee.

#### Equipment, Duties;

- a. Responsible for overseeing the disbursement and collection of equipment to teams.
- b. Responsible for evaluating the condition of equipment and making recommendations to the Executive Committee regarding the repair of the existing equipment or the purchase of additional equipment.
- c. Responsible for maintaining an inventory of Club equipment.
- d. Is not a voting member

#### Secretary, Duties

- a. Attends all meetings of the Club including Executive Committee and keeps accurate minutes of these meetings.
- b. Responsible for assigned club correspondence.
- c. Notifies members of meetings.
- d. Reports to the President

Executive Director is a paid position, with the Board responsible for contract negotiations. Bids will be accepted prior to the AGM, and upon Executive review, all successful applicants will be contacted.

#### D) Treasure, Duties

- a. Makes sure that all monies paid to the Club are deposited to a reputable financial institution as chosen by the Executive Committee.
- b. Prepares a detail account of revenues and expenditure to be presented to the Executive Committee as requested.
- c. Prepares a financial statement for the annual report, as well as monthly statements for Executive Committee
- d. Retains expenditure officer authority.
- e. Carries out other duties as assigned by the Executive Committee.
- f. Reports to the President
- g. Is a voting member.

Term: First term two (2) years, following terms one (1) year.

#### E) Director of Coaching Development, Duties;

- a. Responsible for Coach Selection and training.
- b. Responsible for maintaining an inventory for coaches of training levels and future requirements.
- c. Carries out other duties as assigned by the Executive Committee.
- d. Reports to the President
- e. Is a voting member.

Term: First term two (2) years, following terms one (1) year.

#### F) Director of Fund Raising and Promotions, Duties;

- a. Oversees fund raising activities.
- b. Responsible for the purchase and distribution of promotional items.
- c. Is responsible for fun day activities such a photographer, supplied meal, and other
- d. Entertainment used on "fun day"
- e. Is the key contact for sponsors interesting in supporting the club.
- f. Carries out other duties as assigned by the Executive Committee.
- g. Reports to the President
- h. Is a voting member.

Term: First term two (2) years, following terms one (1) year.

#### G) Past President, Duties;

- a. Carries out duties as assigned by the Executive Committee.
- b. Is a non-voting member, with the exception of a tie vote. In situations where there is a tie vote, the past president will cast the tie – breaking vote.

Term: One (1) year

H) Director of Major Lacrosse Programs, Duties;

- a. Responsible for the overall development of the junior box lacrosse program, this includes: recruitment of players and development of the program.
- b. Acts as the liaison between RVLA and CDLA attending meetings as required.
- c. Reports to the Vice President
- d. Is a voting member

Term: First term one (2) year, following term one (1) year.

I) Directors of Evaluations, Sr. Director manages A evaluations, Jr. Director handles B/C evaluation duties;

- a. Attends RVLA Board meetings. Coordinates with Executive Director regarding scheduling of floor time and as well with Division Coordinators.
- b. Obtains volunteer lists from Executive Director and keeps track of volunteering together with the Division Coordinators and provides to Executive Director.
- c. Responsible for data entry after each session
- d. Puts forth formal written Promotion or Drops list to be review by division director, coaching director and Presidents of the club.
- e. Reports to the Vice President
- f. Is a voting member

Term: First term two (2) years, following term one (1) year.

J) Division Directors

(Mini-tyke, Tyke, Novice, Peewee, Bantam & Midget)

- a. Attends necessary Division Coordinator Meetings
- b. Coordinates with Evaluation Directors and overseas all Tryouts (Novice, Peewee, Bantam & Midget) and the evaluations of their players following the appropriate evaluation Policies and Procedures
- c. Responsible for all correspondence for their division.
- d. Answers any questions, issues or problems raised by parents, coaches or others and brings them to the Board if necessary.
- e. Provide appropriate information to your teams/coaches, maintaining records according to policies to reference for (future) board.
- f. Provide appropriate information to your teams/coaches.
- g. Assists with the planning and implementing of "Fun Day"
- h. Participates in on floor coaching sessions to help develop future coaches
- i. Help with recruitment of players and development of the overall division
- j. Is a voting member
- k. Reports to the Vice President

Term: First term (1) year, following term one (1) year

#### K) Director of Discipline

- a. Liaison between Rockyview and CDLA
- b. Sits on the Discipline Committee of the CDLA regarding any disciplinary issues throughout the season
- c. Attends Rockyview board meetings
- d. Reports to the President and Vice president.
- e. Is a voting member

Term: First term two (2) years, following term one (1) year

#### L) RMLL Major Team Directors

- a. Major teams are run as standalone entities that are separate from RVLA financial obligations.
- b. Each Major team will provide RVLA annually a report of the previous year's financial standing to show they are current with all outstanding creditors.
- c. Each major team will nominate from their members a representative to hold the Directors position with RVLA.
- d. Major team Directors are none voting positions.

Term: is at the discretion of the Major team or teams.

2.3 At Executive Committee meetings, each member of the Executive Committee shall have one vote. In the event of a tie, the past President will cast the deciding vote.

2.4 The Executive Committee shall meet, once a month after each AGM until the conclusion of the next lacrosse season, a Planning meeting for the next season shall be held in September prior to the next AGM. Meeting dates and times may be determined by the President, or as agreed on by its members. The presence of 50% or more of its membership shall constitute a quorum at any Executive Committee meeting.

2.5 The Executive Committee may make any regulations dealing with activities of the Club and its members, not inconsistent with Constitution and By-Laws, but all regulations passed by the Executive Committee shall be presented at the new General Meeting of the Club and may be passed by a simple majority vote of the Executive Committee Members present.

2.6 The Executive Committee may appoint committees to deal with such matters as may be assigned to them by the Executive Committee. All committees will be required to report proceedings to the Executive Committee.

2.7 Any member of the Executive Committee may call a meeting of the Executive Committee to deal with emergency business and the Secretary shall issue proper notice to the members of the Executive Committee unless such notice is waived by each member of the Executive Committee.

- 2.8 A vacancy in the Executive Committee shall be filled by an appointment by the Executive Committee and shall serve for the remaining term of the member.
- 2.9 To be nominated for President and or Vice President, a member must have served in an elected position on the Executive Committee in the preceding Two year, unless no member of the Executive Committee is prepared to stand for the office of President.
- 2.10 Executive members, may not miss more than 2 consecutive meeting unless the majority of the executive board agrees to excuse them.
- 2.11 Members of the Executive Committee shall receive no re-numeration for the time served on the Executive Committee excluding expenses as follows:
- A) Expenses shall be drawn from general revenue and the Association shall cover the expenses of those Board members attending the ALA AGM in representation of the Association. Those expenses shall be:
    - a. Travel - \$0.50 per kilometer
    - b. Beverages & Meals – up to \$50.00 per person per day
    - c. Awards banquet – actual Accommodations – actual cost providing those accommodations are the official accommodations offered by the ALA.
  - B) To be reimbursed for expenses incurred, the attendee must provide the Association Treasurer with the actual receipt or photocopies of such.
  - C) Expenses not included in the above would have to be authorized by a majority vote of the Board.
  - D) Selection of Association representatives for the ALA AGM will be by the Board.
- 2.12 The Executive Committee shall, subject to the By-Laws, policies, guidelines and procedures, have full control and management of the affairs of the club.
- 2.13 In the event of the President being unable to perform his/her duties, the Vice President will assume the position for the balance of the term or until the next annual meeting.

### 3.0 Meetings of the Club

#### 3.1 Annual General Meeting (AGM)

- A) The club holds its Annual General Meeting no later than November 30th of each calendar year at such time and place in the Province of Alberta as the executive shall determine.
- B) The club must give twenty-one (21) days' notice of the Annual General Meeting.
- C) The Agenda for the AGM shall be set as follows:
  - a. Adopting agenda
  - b. Adopting the minutes of the last AGM

- c. Presidents report
- d. Treasurers (Executive Director) Report: review of the financial statements, setting out the Clubs income, assets and liabilities, and Auditors report (if one required)
- e. Appointing of an Auditor (if required)
- f. Electing the President
- g. Electing members of the board
- h. Consider matters specific in the meeting notices
- i. Quorum for AGM - Attendance of at least fifty percent (50%) of the Executive committee and any number of general members.
- j. General meetings shall be held at least once yearly at such time and place in the Province of Alberta as the Executive shall determine. The AGM is considered a general meeting.
- k. The notice of all general meetings of the Club shall be given to all members at least twenty-one (21) days before the time set for the holding of the General Meeting.
- l. Voting: a motion is passed if it receives the majority of the votes cast by the members present at the meeting.
- m. A quorum for any meeting of the Club shall be 50% of the Executive Committee. In the event a quorum is not present within Fifteen (15) minutes of the time set for holding meetings of the Club, the meeting shall stand adjourned to the same time and place in the following month unless determined otherwise.
- n. At any general meeting of the Club, each member of the Executive Committee shall have one vote and each Member in good standing of the club shall have one vote.
- o. Unless otherwise provided herein, all questions coming before a meeting of the Club shall be decided by a majority vote of the members present. In the event of a tie the past president will cast the deciding vote.
- p. "Special Resolution" shall mean a resolution passed by a majority of not less than three fourths of such Members entitled to vote as are present in person at a General Meeting of which notice specifying the intention to propose the resolution as a Special Resolution has been duly given.
- q. Any amendment of this Constitution and By-Laws shall be by Special Resolution. A motion is passed if it receives the majority of the votes cast by the members present at the meeting.

#### 4.0 Election of Executive Committee

4.1 Election Shall be held at the annual General Meeting

4.2 The President shall manage and oversee the elections

4.3 Only club members in good standing shall have the right to vote

4.4 Nominations by a Club Member may be made oral and shall be seconded by at least one other Club Member

4.5 Elections shall be conducted by secret ballot or by show of hands, and the nominee polling the highest number of votes, being elevated. In case of a tie, a new ballot shall be taken between the Nominees that are tied.



4.6 The duties of the Executive Committee shall commence upon their election

## 5.0 Referendum Vote

5.1 The Executive committee may, on its own motion submit any question(s) to a referendum vote of the members

5.2 The majority of Members at any General Meeting may require the Executive Committee to submit any question, motion or resolution to referendum except as hereinafter provided. All referenda shall be so framed as to be capable of a direct affirmative or negative answer, and all members in good standing shall be entitled to vote

## 6.0 Restrictions on Members and Players

6.1 No player, referee, coach, manager or trainer or other officer thereof, may play or participate in box Lacrosse outside the jurisdiction of the Rage without first securing permission from the Club. Anyone violating this rule may be suspended by the Executive Committee as provided in the By-Laws from participating in games under the jurisdiction of the Club

## 7.0 Suspension or withdrawal of Members

7.1 The Executive Committee shall meet within ten days after notice is brought to the attention of anyone of its Officers of a contravention of any Article of the Constitution or any of the regulations made by the Executive Committee of which the offender has notice, for the purposes of conducting a hearing. The offending member shall be given every opportunity to present its side of the case. The Executive Committee shall have the power to deal with the matter in such manner as it shall deem fit, in the best interests of the Club. Any decision must be by majority vote. The decision of the Executive Committee shall be binding and final and be delivered to the Club at its next meeting

7.2 Disciplined members have the right of appeal to an Appeal Committee appointed by the Executive Committee, one of whom may be requested to sit by the Offender

7.3 Any member Club may withdraw from the Club at any time by sending written notice of his/her withdrawal to the Secretary

7.4 Any member who does not conduct himself or herself in accordance with the rules, regulations, policies or guidelines of the Rage, the CDLA, the ALA or the CLA may have their membership suspended and, upon a majority vote of the Executive Committee, withdrawn.

## 8.0 Signing Officers

8.1 Except as herein otherwise provided, all documents, including deeds, transfers, licenses, contracts and engagements, requiring execution on behalf of the Club shall be counter-signed by either the President, or Vice President, and Treasurer or in their absence by such other office or officers as the Executive Committee may be resolution appoint.

8.2 The Club shall have the power to borrow, raise or secure the payment of money in such manner as the Executive Committee shall think fit and the Executive Committee shall have the power to draw, make, accept, endorse, discount, execute and issue Promissory Notes, Bills of Exchange and other negotiable or transferable instruments, and all such instruments shall be executed by such officers or the Club as the Executive Committee shall from time to time determine.

## 9.0 Audit

9.1 The books, accounts and records of the Secretary and the Treasurer shall be audited at least once each year by two members of the Executive Committee, Complete and proper financial statements shall be submitted by such auditors at the Annual Meeting of the Club, August 31, in each year shall be the fiscal year end of the Club.

9.2 The books and records of the Club may be inspected by any member of the Club at the Annual Meeting provided for herein or at any time upon giving reasonable notice and arranging a time satisfactory to the officer or officers having charge of same. Each member of the Executive Committee shall at all times have access to such books and records.

## 10.0 Inspection of Records

10.1 In the event that the Club maintains an office all records of the Club shall be kept and maintained at the said office and shall be open for inspection during normal business hours by the nominee in writing of any Member. In the event that the Club does not maintain an office, the Executive Committee shall designate a suitable place and suitable time at which the said records may be so inspected.

## 11.0 Amendments

11.1 Neither the Constitution nor By-Laws of the Club shall be altered or added to except by Special Resolution of the members of the Club.

## 12.0 General

12.1 Should any part or provision of the Constitution or these By-Laws of the Association be rendered or declared invalid by reason of any existing or subsequently enacted legislation or by any judgment or order of a Court of competent jurisdiction, such invalidation of such part or portion of this Constitution or these By-Laws shall not invalidate the remaining portions thereof, and such remaining portions shall continue in full force and effect.

12.2 Notwithstanding that the Club may not be incorporated pursuant to the Society Act of Alberta, R.S.A. 1980, as amended, the provision of that Act shall apply to the Club save and except as may be inconsistent with the Constitution and these By-Laws.

12.3 This Constitution and By-Laws replaces and take precedence over those previously approved.

Dated at the city of Airdrie in the Province of Alberta, this the 17th day of October 2018.

WITNESS NAME KEITH BERG (President)

WITNESS NAME MARTIN BURNSED (Vice President)

