



Fort Frances Girls Hockey Association

Constitution and Bylaws

Revised September 7, 2016

ARTICLE I

NAME/LOGO/OFFICIAL COLOURS

This organization shall be known as the Fort Frances Girls Woman's Hockey Association and hereinafter referred to as the FFGWHA. The organization has exclusive use of the Name and Logo; any use of the name and logo shall be approved by the Executive prior to use. The official colours of the FFGWHA shall be red, white, black and orange. All association uniforms must use the official name, logo and colours only of the FFGWHA.

ARTICLE II

AUTHORITY

- a) This Association is affiliated with Ontario Women's Hockey Association.
- b) This Association has full and complete jurisdiction over all Girls Hockey in the Town of Fort Frances and surrounding district not covered by another recognized association.
- c) This Association shall have full jurisdiction in the following, including all Representative/Competitive Teams:
 - 1) Initiation Program (IP)
 - 2) Novice
 - 3) Atom
 - 4) Pee Wee
 - 5) Bantam
 - 6) Midget
 - 7) Senior

ARTICLE III

OBJECTIVES

- a) To form, operate and improve organized IP, Novice, Atom, Pee wee, Bantam, Midget & Senior **female** hockey in the town of Fort Frances, under the authority of "Hockey Canada" and "Ontario Women's Hockey Association".

- b) To foster, promote, teach and develop skills in the game of hockey for girls and women who reside in Fort Frances and area and to provide maximum opportunity for participants to play within the boundaries of the Constitution and Bylaws.
- c) To maintain and increase the interest in the game of hockey.
- d) To have and exercise general care, supervision and direction over the playing interests of its teams, players and game officials.
- e) To adjudicate on all questions arising from and pertaining to FFGWHA hockey.
- f) To foster among its members, supporters and teams, a general community spirit.

ARTICLE IV

AMENDING THE CONSTITUTION

Amendments or alterations can be made to the articles of this constitution only at the Annual Meeting of this Association. The annual meeting will be held prior to June 1st of each year. Written notice of proposed alterations shall be made to the secretary at least ten (10) days prior to the Annual Meeting. The amendment of the constitution shall be made only at an Annual meeting and by a two-thirds (2/3) majority vote. (See By-Law IV)

ARTICLE V

AMENDING THE BY-LAWS

The by-laws of this Association may be amended, revised, repealed or adopted at any annual, special or Board of Directors meeting by a two-third (2/3) majority vote. The President shall communicate such changes to each member of the Association within the next ten (10) days of their adoption.

ARTICLE VI

MEMBERS

The Fort Frances Girls Women's Hockey Association shall consist of:

- a) Life Members
- b) Honorary Members
- c) Elected Officials
- d) Board of Directors
- e) Other Elected and Appointed Officials

BY-LAWS

BY-LAW I

- a) The Executive Officers shall consist of the President, Vice-President, Immediate Past President, Secretary, Registrar and Treasurer.
- b) The Executive Officers shall be elected at the Annual Meeting and serve a designated term of two (2) years.

DUTIES AND POWERS OF EXECUTIVE OFFICIALS:

PRESIDENT

- (i) The President, within the jurisdiction of the Association, shall have all the powers of the President of the Branch.
- (ii) The President shall preside at all meetings of this Association and the Executive Committee.
- (iii) In case of equality of votes, the President, in addition to the original vote, shall have a second or casting vote.
- (iv) He shall generally perform the duties usual to the office of President and may at his discretion order the calling of meetings of this Association or its Committees.
- (v) The President shall exercise in addition to his own powers conferred upon him by the by-laws, all duties and powers of the Executive Committee in case of emergency, but his decision ceases to be effective from the date of the following meeting of the Executive Committee if the latter does not ratify it.
- (vi) The President or his official designate shall have the power to temporarily suspend any player, coach, manager or persons directly connected with hockey within the Association, for ungentlemanly conduct on or off the ice, for abusive language or infractions toward any official in respect to any incident which occurs in connection with any regular scheduled game, exhibition game or tournament game. It is understood that as many on-ice incidents as possible will be dealt with by the Head Referee in charge of the game. Such suspensions will remain in effect until such time as dealt with by the Disciplinary Committee who shall prepare a report to Ontario Women's Hockey Association. (See By-Law VII)

The President without limiting the generality of the foregoing shall have the power to:

- a) Sign as a signing official of the Association
- b) Sit on all committees as an ex-officio voting member of all committees.
- c) Shall call regular meetings of the Executive.
- d) Shall approve all out of Town, exhibition and tournament games for all

- teams within the association.
- e) The Secretary shall arrange for publication in the newspaper of the notice of the Annual meeting at least two (2) weeks before the date of the meeting.

VICE PRESIDENT

- (i) In the absence of the President, the Vice President shall have all the powers and perform all the duties of the President.
- (ii) The Vice President may at all times be an ex-officio voting member of all committees.
- (iii) The Vice President may be one of the signing officers.

SECRETARY

- (i) The Secretary shall keep an accurate record of the proceedings of the Association and these records will be kept in the Fort Frances Girls Women's Hockey Association's office at the Fort Frances Sports Centre.
- (ii) The Secretary shall notify Executive Officers and the Board of Directors of the time and place of meeting.
- (iii) The Secretary may be one of the signing officers of the Association.
- (iv) The Secretary shall perform such other duties as shall be necessary for the good and welfare of the Association.
- (v) The Secretary shall handle all liability claims, seeing that they are properly processed and settled.

TREASURER

- (i) The Treasurer shall keep a record of all monies received and disbursed.
- (ii) The Treasurer shall present at each Annual Meeting a report of the year's operations and provide a duly audited statement to the Association, if requested.
- (iii) The Treasurer shall be one of the signing officials for the Association.
- (iv) The Treasurer shall prepare a financial report for each meeting.
- (v) The Treasurer shall present a report of the season's registration at the Annual Meeting.
- (vi) The Treasurer shall be bondable.

REGISTRAR

- (i) He or She shall be responsible for the registration of all hockey players in the Fort Frances Girls Women's Hockey Association.
- (ii) He or She shall maintain a registry of all players within the Fort Frances Girls Women's Hockey Association.

- (iii) He or She shall be responsible for the co-ordination of Fort Frances Girls Women's Hockey Registration.
- (iv) Shall complete and maintain all team rosters with-in Fort Frances Girls Women's Hockey Association as per Ontario Women's Hockey Association guidelines.
- (v) He or She shall communicate with the Executive and Board of Directors on all relevant matters.

IMMEDIATE PAST PRESIDENT

- (i) The Past President shall participate in the deliberations of the Association.
- (ii) The Past President shall assist the incoming Executive in the transition period following the Annual Meeting.
- (iii) The Past President shall study the Executive duties annually and recommend changes if necessary.
- (iv) The Past President shall be head of the Annual Meeting Nominating Committee.

BY LAW II

BOARD OF DIRECTORS

The Board of Directors shall consist of the Executive Officers, six (6) elected Directors and the Referee in Chief.

A quorum of the Board of Directors shall consist of a majority of such members.

The Board of Directors shall have power to fill any vacancies that may occur in its members and to amend or alter regulations of the Association.

SPECIFIC DUTIES OF THE BOARD OF DIRECTORS:

ELECTED DIRECTORS

The Elected Directors are a very valuable element of the Association:

- a) The Directors shall attend all meetings of the Association and shall have full power to make and vote on motions.
- b) Shall sit on and chair various committees as may be required.
- c) An elected director will have the term of one (1) year.
- d) Elected Directors shall attend seventy-five percent of the monthly meetings. If the director fails to participate in seventy-five percent of the meetings without an excused absence then he/she will relinquish their director's position on the FFGWHA board.
- e) If an elected director would like to run for an executive position he/she can let their name stand for an executive position after sitting on the FFGWHA board for two consecutive terms at the director's position. An exception to the part (e) will be if an executive position is vacant for the

upcoming season of hockey. A director with one (1) term can let their name stand for an executive position.

- f) If an elected director resigns or relinquishes their position as a director on the FFGWHA board he/she will be exempt from running for a director's position the following year.

REFEREE IN CHIEF

- a) The Referee in Chief shall appoint the referees for all local and representative teams; exhibition and tournament games given sufficient notice and his appointment shall be final.
- b) May appoint an assistant and have the authority to dismiss an assistant deemed incompetent.
- c) Shall appoint goal judges for play-off games upon request.
- d) Shall appoint a referee other than on the list only when he cannot secure the services of one for special reasons considered in the interest of the Association.
- e) Shall have the power to recommend dismissal of any referee deemed incompetent.
- f) Shall deal immediately with any referee who misses an assignment.
- g) Shall serve on the Disciplinary Committee.
- h) Shall present a written report at each meeting to the year operations.
- i) Shall, through the aid of clinics, train and supply sufficient referees to satisfy the demand of the Association.

PUBLIC RELATIONS/MARKETING PERSON

- a) The public relations person shall be responsible for notifying the media with information regarding schedules, standings, statistics and other pertinent information.
- b) Website maintenance

WAYS AND MEANS COMMITTEE

The Ways and Means committee:

- a) shall organize and assist in events that will provide support for the Association.
- b) Shall be responsible for sending letters annually to local businesses requesting donations.

TROPHY CHAIRPERSON

- a) The Trophy Chairperson shall be responsible for keeping an up to date inventory of those trophies in the Association's possession.
- b) Shall keep all trophies in good order.

BY-LAW III

MEETINGS

- a) The Annual Meeting shall be held on or before the 1st day of June annually.
- b) All meetings of the Board of Directors shall be at the call of the President, except as outlined under item c) below.
- c) At the request of three (3) Board Members the President shall call a special meeting. No subject shall be discussed or considered at any special meeting except that specified in the notice.
- d) A quorum for Board of Directors Meetings shall consist of a majority of members.
- e) The public is welcome to attend any regular meeting of the Association. They may voice their opinions or questions, but may not make or vote on any motions.

BY-LAW IV

VOTING

- a) The following shall be eligible to vote at the annual meeting:
 - 1) Life Members
 - 2) Honourary Members
 - 3) Executive Members
 - 4) Board of Directors
 - 5) Recognized member, parent, or guardian registered within the Jurisdiction of the Association, and not under the jurisdiction of another recognized Association.
- b) There shall be no proxy votes.
- c) Voting shall be by show of hands unless the meeting decides on a ballot.
- d) No person shall have more than one vote.

BY-LAW V

- a) each person shall have the privilege of nominating a representative for each office of the Association, subject to the following provisions.

A person shall not be accepted for the office of President if he has not served on the Board of Directors during one (1) of the previous three (3) years.

- b) Members may nominate another member for election to the Executive Committee, in writing and received by the Secretary at least 15 days in advance of the Annual General meeting. All such nominations should have a nomination, a seconder and permission from the candidate
- c) Nominations will be accepted from the floor at the AGM with advance nominations being called in order received to let their name stand prior to the vote.

Those to Be Elected:

- 1) President
- 2) Vice-President
- 3) Secretary
- 4) Treasurer
- 5) Registrar
- 6) Six (6) Directors
- 7) Scheduler

Those To Be Elected by Previous Executive:

- 1) Referee in Chief

Committees To Be Appointed From Board of Directors:

- 1) Disciplinary Committee
- 2) Budget Committee
- 3) Ways and Means Committee
- 4) Equipment Committee
- 5) Public Relations Person
- 6) Trophy Chairperson
- 7) Banquet Committee

Conveners to be appointed by the Board of Directors as follows:

- 1) IP Convener
- 2) Novice Convener
- 3) Atom Convener
- 4) Peewee Convener
- 5) Bantam Convener
- 6) Midget Convener

The duties of the Conveners are many and varied:

- a) Conveners should attend Board of Director's meetings and report on all league activities.
- b) Conveners may speak to issues at meetings but do not have the right to make motions or vote.

- c) Convener's primary function is to see that the constitution, rules regulations and procedures are carried out in accordance with the Associations policies.

- d) The Convener is the direct contact with the coaches, managers, the public and game officials. The Association is judged by the Conveners organizational abilities, handling and solving problems and meeting the needs of their divisions. Public relations and tactfulness are of the utmost importance.
- e) Conveners may recommend the appointment of an Assistant Convener AND a tournament chairperson for their division.
- f) Conveners shall assist the Association in registration of players and teams for their divisions.
- g) Conveners shall conduct pre-season meetings with coaches and managers.
- h) Conveners shall have the authority to enforce all rules, regulations and procedures.
- i) Conveners may participate and assist in the league player's draft.
- j) Conveners shall have the power to recommend dismissal by the Executive of Coaches and all those deemed incompetent.
- k) Conveners shall attend Board of Director Meetings with prepared interim reports.
- l) Conveners shall submit a report in writing for their division at the Annual meeting.
- m) Conveners shall sit on the Discipline Committee whenever the player involved is from their division.
- n) Conveners shall handle any team protest as outlined.

BY-LAW VI

SUSPENSIONS AND THE DISCIPLINARY COMMITTEE

- a) The President, or his official designate shall have the power to temporarily suspend any player, coach, manager or persons directly connected with hockey within the Association, for unsportsmanlike conduct on or off the ice, for abusive language or infractions toward any official in respect to any incident which occurs in connection with any regularly scheduled game, any exhibition game or tournament game. It is understood that as many on-ice incidents as possible will be dealt with by the Head Referee in charge of the game. Such suspensions will remain in effect until such time as dealt with by the Disciplinary Committee who shall prepare a report to the Branch. (See By-Law VII)
- b) During the temporary suspension the person suspended shall not take part in any Fort Frances Girls Women's Hockey Association games either home or away. The player will be allowed to practice with their team. (This suspension will not include suspension from refereeing unless the Disciplinary Committee so decides.)
- c) The President or his designate must, as soon as practicable, notify the suspended person and the Disciplinary Committee of the nature of the infraction and of the time and place of a meeting of the person suspended and the Disciplinary Committee to have a hearing. The hearing shall be held as soon as practicable after the infraction. It is understood that the

coach of any traveling team or house league shall, within 24 hours of his return from an away game, present to the League Convener and the President a written report including a game sheet, on any infraction warranting consideration of possible suspensions for serious infractions of the Ontario Women's Hockey Association rule book of behaviour unbecoming a member of Fort Frances Girls Women's Hockey Association. These infractions shall be referred to the Disciplinary Committee according to the procedure outlined in By-Law VII.

BY-LAW VII

DISCIPLINARY COMMITTEE

- a) The Disciplinary Committee shall have the right to suspend from playing and/or refereeing or discipline any player, coach, manager or persons directly connected with hockey within the Association, for unsportsmanlike conduct on or off the ice, for abusive language or infractions toward any official in respect to any incident which occurs in connection with any regularly scheduled game, any exhibition game or tournament game. It is understood that as many on-ice incidents as possible will be dealt with by the Head Referee in charge of the game.
- b) The Disciplinary Committee shall consist of six (6) persons: The President or his designate; the Referee in Chief or his designate; two Directors; the Convener of the Division involved or his designate and, ex-officio, the Referee in charge of the game (both if Junior Referees) and the Fort Frances Girls Women's Hockey Association Secretary or his/her designate.
- c) The Directors shall be elected by the Fort Frances Girls Women's Hockey Association.
- d) Two additional Directors shall be elected by the Fort Frances Girls Women's Hockey Association to attend a Disciplinary Committee meeting in the place of one or both who are unable to attend or who are ineligible because one or both are manager, or coaches or parents of a player or players involved with either of the teams involved in the game in question.
- e) No member of the Disciplinary Committee shall, acting as a member of the Disciplinary Committee, attend the Disciplinary Committee meeting or make recommendations to a Committee member regarding discipline if he is coach, manager or parent of one of the players of either of the teams involved in the case.
- f) All members of the Committee or their alternates must be present to constitute a quorum. In the event that sufficient designates or alternates are not available in order to avoid conflict of interest as coach, manager, parent of player, referee, the President shall appoint a replacement from the Executive.

SPECIFIC DUTIES OF THE DISCIPLINARY COMMITTEE

- a) In the case of a major penalty being assessed in a home game, the referee in charge of the game shall notify the Referee in Chief or his assistant, the Convener and the President, as soon as possible and not later than 24 hours after the infraction. The President, in consultation with the Referee in Chief, and Convener will decide whether or not there should be further consideration of the matter by the Disciplinary Committee. If the President, Convener and Referee in Chief decide that the minimum penalty as provided in the rules and regulations is sufficient, a written explanation shall be sent to the following people within 24 hours; the player and his parents, the referee in charge of the game, the Referee in Chief, and the Secretary of the Fort Frances Girls Women's Hockey Association.
- b) If either the President (or his designate) or the Referee in Chief (or his designate), or the Convener (or his designate), decides that the matter deserves further consideration, the President or his designate will notify the Disciplinary Committee, the player and his parents as soon as practicable. This notice will be followed by a written explanation to the same people and will precede by 24 hours the meeting of the Disciplinary Committee which will take place within no more than 72 hours of the infraction. (In the case of an away tournament, these time restrictions will be waived, although it is understood that the matter will be dealt with as soon as is practicable).

BY-LAW VIII

APPEALS

- a) Any person, player, team or combination thereof, feeling aggrieved by a decision of any persons of the Executive Committees under the Constitution, regulations and rules of completion of the Fort Frances Girls Women's Hockey Association, may appeal therefrom to the Appeal Committee.
- b) Any appeals by any member must be accompanied by a \$100.00 deposit within a 48 hour period of said incident to the Secretary.
- c) Appeals will be heard by a 3 member panel and shall follow the guidelines of the Ontario Women's Hockey Association appeals process.
- d) The appeal shall be in writing addressed to the President, stating precisely the alleged aggrievement.
- e) The President shall within 24 hours, notify the aggrieved and the Fort Frances Girls Women's Hockey Association of an appeals meeting to be held within 72 hours of receiving the appeal.
- f) At said meeting the Disciplinary Committee shall present the cause to the Fort Frances Girls Women's Hockey Association and the aggrieved will have the opportunity to present his appeal.
- g) As soon thereafter as it practicable the President shall forward, before the next meeting to the following people the decision of the Fort Frances Girls

- Women's Hockey Association and reasons for it: the aggrieved; the members of the Disciplinary Committee.
- h) The decision of the Appeals Committee shall be binding and shall be recorded as such.

BY-LAW IX

HONOURARY MEMBERS

- a) The position of a Honourary Member is complimentary. It is a perpetual honour and does not cease upon death unless the honour is rescinded.
- b) An Honorary member may attend and speak at meetings but does not have the right to make motions or vote.
- c) May hold an active office within the Association while a Honourary Member.

BY-LAW X

LIFE MEMBER

Life membership is the highest honour that can be bestowed by this Association and it is awarded only for very distinctive services to the Association. Life members shall be elected by the Board of Directors by a two-thirds (2/3) majority of the members voting thereon. A life member shall have full voting rights at all regular and annual meetings.

BY-LAW XI

STANDING COMMITTEES

CONSTITUTION COMMITTEE

Appointed by the Executive Committee, it shall consist of three (3) members with approval to review the constitution and bring forth amendments one month prior to the annual meeting.

TROPHY AND AWARD COMMITTEE

They shall be appointed by the Executive Committee and be responsible for all Fort Frances Girls Women's Hockey Association trophies and under the direction of the Executive Committee.

EQUIPMENT COMMITTEE

- a) they shall submit a list of equipment required for each division.

- b) Shall recommend the equipment needed, considering the quality and safety factor.
- c) Shall advise the Association of equipment inventory, arrange for handling, storage, repair and cleaning of equipment.

BY-LAW XII

SIGNING AND MOVEMENT OF PLAYERS

- a) Since the philosophy states that the players must develop within their own individual needs and abilities if the Association sees a need for restricted movement beyond the artificial classification, the restricted movement will occur under the following circumstance:
 - 1. A player with the ability desires to play ahead of his age classification.
 - 2. A player with the ability significantly in advance of his age classification makes the decision to play at a non-rep level.
 - 3. A player with the ability significantly below his age classification desires to play behind his age classification.
- b) The rule shall read:
 - 1. In order for a player who has received parental consent and desires to participate in a category, which is one or two above his age group, the Executive must approve the move based on the player's overall ability.
 - 2. In order for a player who desires to participate at the non-rep level but has abilities significantly in advance of his age group, participation will be allowed provided the player is placed in a category which is above his age classification. Movement shall be recommended by the Executive
 - 3. In order for a player with abilities significantly below his age group to be allowed to participate in a category one or more below his age classification, placement of the player shall be recommended and approved by the Executive.
 - 4. Any request for movement of the above nature must be in written form to the President and made by the date indicated: Prior to January 10th.
- c) A player of a representative team or house league team of a lower category may play for a team of a higher category at any time with the approval of the Board, parent and convenor.
- d) In house league or tournament competition replacements may only be made up to ten (10) skaters excluding the goaltender to a total of ten (10) players per team and the replacement must come from the league of lower category. (Midget players and traveling teams are exceptions.)

- e) No team shall play a player from the lower age category without the consent of the parents, convener and the player's coach.
- f) No player, without the consent of her coach, may play for a team of higher category if it interferes with her own regularly scheduled game.

BY-LAW XIII

REGULATIONS AND GUIDELINES

The Fort Frances Girls Women's Hockey Association members, teams, shall abide by the rules of the Association as defined by the Ontario Women's Hockey Association and Hockey Canada's Constitutions and By-Laws. Every player, coach, or manager acknowledges the authority of the Association and undertakes to abide by the rules and regulations of the Association.

BY-LAW XIV

REGISTRATION AND PLAYING CERTIFICATES

- a) All representative teams are subject to the Association rules and regulations.
- b) All players must be properly registered with the Association before participating with any Fort Frances Girls Women's Hockey Association team. Any player failing to comply with this rule shall not be permitted to participate until a registration form has been recorded and approved by the President. The coach and manager shall assume the responsibility for their players.
- c) All players registered with the Association shall be registered to an Ontario Women's Hockey Association and/or Hockey Canada player's card to be sent electronically to Ontario Women's Hockey Association.
- d) Players shall register at an appointed time and location and pay a registration fee to be set annually.
- e) All players registering after the registration dates shall be placed by the President and Convener.
- f) There is no late fee up to and including the final registration night. However, after this date there will be a late registration fee of \$40.
- g) All teams wishing to participate in affiliated tournament or exhibition games outside the jurisdiction of the Association must have their players signed to an approved Ontario Women's Hockey Association and/or Hockey Canada Player's certificates.
- h) A forty (\$40) dollar charge will be levied for any N.S.F. cheque issued for registration.
- i) Fort Frances Girls Women's Hockey Association will set the date of October 15th of each hockey year as the last day possible for refund of money from the Association. After this date the following will be the only

reasons the board will refund money to a member; 1) year ending injury to a member with a doctor's note, 2) a member moving from the Fort Frances area, 3) Fort Frances Girls Women's Hockey Association board revoking membership for disciplinary reasons.

BY-LAW XV

PROOF OF AGE

- a) Satisfactory proof of age, Birth Certificate, Baptismal Certificates, or other proof as may be satisfactory to the Ontario Women's Hockey Association, must be submitted upon registration. All players must, on request, provide proof of age within fourteen (14) days of such request or be automatically suspended until dealt with by the Executive Committee.
- b) Any team found guilty of playing a player over the age limit permitted in the category in which the player is participating shall forfeit all points obtained, and the coach and manager may be suspended for a period of up to one (1) year.
- c) Any team, club, or team official, or player found guilty of allowing false information to appear on the registration certificate or who knowingly makes false representation to the Association shall be suspended for a period of time to be determined by the Executive.

BY-LAW XVI

EXHIBITION AND TOURNAMENT GAMES

- a) Any team wishing to play exhibition games must have written permission of the Association and the Ontario Women's Hockey Association.
- b) Any team wishing to travel to any tournament must have the necessary travel permit from the Ontario Women's Hockey Association. The cost beyond three (3) tournaments will be charged to the appropriate team.
- c) Any team hosting a tournament must obtain a tournament sanction certificate, and must pay all fees as laid out by the Branch.
- d) All ice, referees, or other expenses re exhibition and tournament games are the sole responsibility of the Rep team or teams involved.

BY-LAW XVII

REPRESENTATIVE OR TRAVELING TEAMS

- a) Competitive teams shall be found for each division through public try-outs, with all players given an equal opportunity to make the teams. *Amended AGM 2012
- b) A Competitive team shall be allowed to use other players from the house league of their own category or from the age category below their own.

- c) Competitive teams are under the full jurisdiction of the Fort Frances Girls Women's Hockey Association, subject to all rules and regulations.
- d) No player shall play for more than on (1) competitive or travelling team in any one season.
- e) All competitive teams shall be self-funding, and must supply a financial statement at the end of each season.
- f) Competitive teams are allowed to attend a maximum of two (2) tournaments per season excluding their own. If they wish to attend more than that they must get board approval.
- g) Any player participating in tryouts for representative teams must pay a tryout fee.
- h) Any player wishing to try out for the FFGWHA Competitive teams must be registered with the OWHA and play on an OWHA house league team in Fort Frances or Emo.
- i) When the registration numbers allow, the FFGWHA Board will consider a tiered hockey program (separate competitive & house league stream). At that time, players must be registered FFGWHA members.

BY-LAW XVIII

EQUIPMENT

The Fort Frances Girls Women's Hockey Association will be responsible for equipment purchased on approval of the Executive. All equipment used by ordering an official function of the Fort Frances Girls Women's Hockey Association becomes the sole property of the Association and is subject to all rules and regulations.

EQUIPMENT DISTRIBUTION

- a) the team manager of his designated authority must sign an equipment release form when acquiring equipment for any reason.
- b) Equipment required by the local league teams for any reason, provided it is available, must be obtained from their home arena at a convenient time and returned promptly at the completion of the hockey season.

PROTECTIVE EQUIPMENT

- a) All players, including goal tenders in the Association shall wear C.S.A. approved helmet, face mask with the chin strap properly fastened and visible, and as suitable, properly fitted B.N.Q. neck protector during all games, practices and warm up sessions.
- b) All players must wear skates equipped with proper protection during every games, practice or warm-up session. NOTE: If a skate guard comes off during a game, it must be replaced with a new guard or other protective padding or temporary replacement. Violation of this rule shall not be grounds for a protest.

- c) The Fort Frances Girls Women's Hockey Association wishes to encourage the use of protective equipment that does not prove a hazard to other players; however, it will from time to time indicate that type of equipment which in its opinion is not desirable.
- d) An equipment sign-out waiver is required for any player wishing to use FFGWHA goalie equipment.

BY-LAW XIX

SUBSTITUTION RULE

The Fort Frances Girls Women's Hockey Association encourages fair play and equal playing time in exhibition, league, and tournament play at the house league level. There are two (2) types of substitutions:

1. By position
2. By player rotation disregarding position

It is impossible for all players to receive the exact same number of shifts or minutes of play time in a single game. Many times the shift length depends on whistles or what end the puck is in. Equal Ice Time means that, on average, all players in the same general position will be on the ice the same amount of time.

Fair Ice Time recognizes that game situations present opportunities for coaches to ice specific lines; for example, power play or penalty kill. Fair Ice Time means that over a season coaches will afford all players the opportunity to play in these situations.

Coaches have the responsibility to ensure that all players have equal and fair ice time. However, players who regularly do not attend practices may not receive equal ice time as compared to other players.

Failure to abide by this rule will warrant a warning from the Convener, who shall refer the coach to the Executive for further action as necessary.

BY-LAW XX

GAME TIMES

All games shall start on the official starting time as laid down by the league schedule. If a team fails to ice a starting line-up within fifteen (15) minutes after the official starting time, it shall forfeit the game to the opposing team. A scheduled house league game time will consist of three (3) straight time periods.

BY-LAW XXI

RESPONSIBLE OFFICIALS

The coach and manager shall assume responsibility for the conduct of their players and team officials.

BY-LAW XXII

PUBLIC BUILDINGS

All teams and officials are warned relative to unbecoming conduct and causing damage to arenas in which they play. Team or officials offending in this respect will be barred from further competition and also be assessed with the expense.

BY-LAW XXIII

SMOKING

Smoking by team officials and players is prohibited in the dressing rooms and on the player's bench.

BY-LAW XXIV

ALCOHOLIC BEVERAGES AND DRUGS

The use of alcoholic beverages or drugs by team officials or players prior to or during an official function of the Fort Frances Girls Women's Hockey Association is prohibited.

Any team official or player found in violation of the above shall be subject to a suspension of up to one (1) year.

BY-LAW XXV

PROMOTIONS

Any Fort Frances Girls Women's Competitive Hockey team or group wishing to raise funds must submit a request to the Executive for approval. All funds raised or collected shall be controlled by a committee made up of at least one team official and one responsible parent. A financial statement must be submitted if so requested.

BY-LAW XXVI

INJURIES

Team officials or their delegated authority shall be responsible to see that injured players receive medical attention and in the care of a serious injury that a report in writing is forwarded to the President immediately.

BY-LAW XXVII

TROPHIES

All major trophies must be approved by the Executive before they are awarded for competition.

BY-LAW XXVIII

SPONSORSHIP

- (i) All equipment purchased by or for a sponsor shall become the sole property of the Association subject to all rules and regulations and be of a type and standard approved by the Association. Purchase of goods may be made by the sponsor or through the Association as the sponsor desires, subject to the Sponsorship Regulations.
- (ii) The Association undertakes to maintain all equipment in a proper state of repair, cleanliness and storage.
- (iii) All colour combinations, designs, qualities and quantities must have the approval of the Association.

BY-LAW XXIX

ARENA USE

- (i) All regularly scheduled games shall take place in the arena building.
- (ii) Any team securing ice time for practices, exhibition or tournament games are responsible for any cost incurred.
- (iii) Any damage to dressing rooms or arena properties shall result in disciplinary action as well as any cost for damages against the officials involved.

BY-LAW XXX

REFEREES

- (i) All referees shall be under the full jurisdiction of the Fort Frances Girls Women's Hockey Association.

- (ii) The pay schedule for referees shall be set by the Association at its first fall Meeting annually.
- (iii) Any coach may referee in any league except in which he coaches.
- (iv) All on ice officials must be currently registered through the Hockey Canada Officiating program in order to be eligible to officiate FFGWHA games.
- (v) All on ice officials shall act in accordance with the OWHA code of conduct.

BY-LAW XXXI

SCHEDULES

All schedules will be forwarded to the Conveners and coaches. After three (3) days, if there is no protest, the schedule shall be put into force. The schedules for Atom, Pee Wee and Bantam shall incorporate practice times in the regular schedule.

BY-LAW XXXII

COMPLAINTS AND GRIEVANCES

If a complaint is filed with the Board it must be in writing and signed by the complainant before it will come to the Board, with the Board's recommendation to go the Discipline Committee, with the party in question in attendance, if necessary.

BY-LAW XXXIII

INITIATION PROGRAM

Fort Frances Girls Women's Hockey Association shall adopt and follow a standardized progression, or a step by step approach, to teaching the fundamentals of hockey, otherwise known as the Hockey Canada Initiation Program Curriculum.

BY-LAW XXXIV

The Fort Frances Girls Women's Hockey Association reserves the right not to accept for membership any person if it has reason to believe that such acceptance would be prejudicial to the fulfillment of the beliefs as stated in this constitution.

The Fort Frances Girl's Women's Hockey Association reserves the right to revoke the membership at any time of any person who conducts himself in a manner that is prejudicial to the maintenance of a wholesome environment which the game of hockey can grow and be an asset to those who enjoy playing the

game. Such action may result in player or team official being refused the right to continue.

BY-LAW XXXV – FINANCES (RADIO BINGO)

a) FFGWHA shall host Radio Bingo with CFOB 93.1 FM from October to March until such time that FFGWHA or CFOB 93.1 FM discontinues such arrangement. The duration of the season shall be assessed annually by the Board of Directors.

b) All funds raised by Radio Bingo shall be directed towards expenditures as indicated by the Terms and Conditions set forth in the lottery license issued by the Town of Fort Frances under the authority of the Alcohol and Gaming Commission of Ontario.

c) No funds raised by Radio Bingo shall be given to any other organization.

d) No current Executive Committee or Board of Directors may dissolve, cancel, change or sever any portion of the Radio Bingo arrangement without bringing forth a motion and subsequent ratification at an Annual General Meeting by 3/4 majority vote.

BY-LAW XXXVI

In the By-Laws and in all other by-laws of the Association hereafter passed unless the context otherwise requires, word importing the singular number of the masculine gender shall include the plural number of the feminine gender, as the case may be, and vice versa, and references to the personal shall include firms and Associations.

Constitution has been reviewed and revised: September 7, 2016

Motion Carried

This document supersedes all previous documents.

President: Laureen Hill

Signature *hard copy signed and on file with FFGWHA*

Vice President: Mark Fairnington

Signature: *hard copy signed and on file with FFGWHA*

