

## THOMPSON CARIBOO MINOR HOCKEY ASSOCIATION

### CONSTITUTION

1. The name of the Society shall be the "Thompson Cariboo Minor Hockey Association" hereinafter referred to as the "Association".
2. The purposes of the Association are:
  - a) To encourage and foster amongst the members and all citizens in general, sportsmanship and good citizenship;
  - b) To maintain and increase interest in amateur hockey;
  - c) To control and operate minor hockey within the facilities provided to the association as established within the district;
  - d) To encourage and promote competition for its registered players in house leagues, inter-association leagues and where practical, to enter playoff competition within the confines of the affiliated associations, with the approval of the Board.

## Bylaws of THOMPSON CARIBOO MINOR HOCKEY ASSOCIATION

### PART 1 – DEFINITIONS AND INTERPRETATION

#### Definitions

**1.1** In these Bylaws:

“**New Societies Act**” means the New Societies Act of British Columbia as amended from time to time;

“**Board**” means the directors of the Society;

“**Bylaws**” means these Bylaws as altered from time to time.

**1.2** The operations of the society will be carried on chiefly commencing South from Skwilkwakwil Mountain due east to Highway 1 and Skoonka Creek. West from Skoonka Creek and Highway 1 through Botanie Valley to connect with the Upper Hat Creek road to the junction of Highway 1. Go northwest along Highway 99, including residents of Marble Canyon but not to include west of Crown Lake on Highway 99. Continue following Highway 99, but not to include residents of Highway 00, to the Fraser River at Moran. Follow the Fraser River north from Moran to Big Bar Creek and north to Jesmond. From Jesmond east to Yann Lake to Chasm. From Chasm along the Bonaparte River to the eastern end of Lac Des Roche. From the eastern end of Lac Des Roche go south to but including Wentworth Lake. Go southward to Kamloops Lake crossing the lake at the Six Mile Lake Road, including those players living west of Six Mile Lake Road. Proceed south to Green Stone Mountain. From Green Stone Mountain go west to the BC Hydro right of way on the Tunkwa Lake Road. Moves west to include Glossy Mt. Go due south to intersect with Highway 97C and to include the ½ Way Trailer Park. From 97C go south west to Skwilkwakwil Mt.

#### Definitions in New Societies Act apply

The definitions in the New Societies Act apply to these Bylaws.

#### Conflict with New Societies Act or regulations

**1.4** If there is a conflict between these Bylaws and the New Societies Act or the regulations under the New Societies Act, the New Societies Act or the regulations, as the case may be, prevail.

### PART 2 - MEMBERS

**1.** Terms under which a person may be admitted to the Society:

- a) Membership in the Association shall be granted to persons seventeen (17) years of age or older.
- b) Are parents or guardians of registered players and who have paid the association an annual member fee of five dollars (\$5.00)
- c) Are persons taking on an active part in the operation of the association and who have paid to the association and annual member fee of five dollars (\$5.00)

2. The membership fees from each member shall be paid at the time of registration of their player(s) or of a person taking an active part at the annual meeting.
3. A member is not in good standing if a member fails to pay the member's annual membership dues, if any, and the member is not in good standing for so long as those dues remain unpaid.
4. The subscribers to this Constitution and these Bylaws shall have the same rights as any other member.
5. The subscribers to the Constitution and Bylaws shall have the same duties as any other member.
6. Any member who wishes to withdraw from membership in the Society, will notify the Board in writing, to the effect and on receipt by the Board of such notice, the member shall cease to be a member.
7. A member shall cease to be in good standing and ceases to be a member if he or she fails to pay the annual membership fee on the due date.
8. A member may be expelled from the Society by special resolution of the members, passed in the General Meeting called for that purpose.
9. At a meeting described in Article III, clause 3, a member or delegate has the right to speak on his or her behalf.

### **PART 3 – GENERAL MEETINGS OF MEMBERS**

1. The annual meeting shall be at the call of the President between March 1 and April 30. The Secretary shall order that notice of the time and place thereof shall be published in the local area newspaper. Financial statements will be made available to all members at the annual meeting. The local newspaper is published once a week and notice shall be given in two editions prior to the meeting
2. A special General Meeting may be called by at least ten (10) paid up members, or 10% of the paid up members of the Association, whichever is less.
3. On a majority vote of the Board, a Special General Meeting may be called. A Special General Meeting cannot be held until notice of the time and place has been advertised, fourteen (14) days prior to the meeting, in two (2) consecutive issues of the newspaper circulating within the district. The notice shall be published in two editions of one to be at least fourteen (14) days prior to the meeting and the second to be published at least seven (7) days prior to the meeting.
4. A quorum for a General or Annual Meeting shall be ten (10) members.
5. The order of business at a General or Annual Meeting shall be as follows:
  - a) Call to Order
  - b) Reading of Minutes and Action thereon
  - c) Accounts
  - d) Correspondence
  - e) Reports of Committees
  - f) Unfinished Business
  - g) Election of Officers

- h) New Business
- i) Adjournment

6. A brief outline of topics discussed at Annual, General and Executive Meetings with BOARD APPROVAL shall be posted on a bulletin board inside the Arena and the TCMHA website for all members to see.
7. All members shall have one (1) vote at the Annual or any General Meeting.
8. Each Member of the Board, excluding the President shall be entitled to one (1) vote at all meetings of the Association. The President shall have the right to discuss a motion after turning the chair over to another member of the Executive.
9. The President shall have a deciding vote in the event of a tie at all meetings of the Association.
10. No person shall cast more than one (1) vote, notwithstanding the fact that he/ she may hold more than one (1) office on the Board of the Association.
11. No proxies shall be allowed at a meeting of the Association.
12. At all meetings of the Association, voting shall be a show of hands unless the meeting decides upon a ballot.
13. Decisions shall be the majority of votes cast.

#### **PART 4 – DIRECTORS**

1. Directors of the Society must have no recent convictions for fraud, be bankrupt and be at least eighteen (18) years of age. A director who does not meet these qualifications will be required to resign.
2. The Directors of the Society shall consist of the Past President, President, Vice President, Secretary, Registrar, Treasurer, Referee-In-Chief, Head Coach, Equipment Manager, Ice Manager, Risk Manager, Female Hockey Director and Concession Manager) and four (4) Directors.
3. The Directors of the Society shall be subscribers to this Constitution and these Bylaws.
4. The Directors shall be elected by the members of the Society at the Annual General Meeting and shall hold office until a next Annual Meeting.
5. Any vacancy in the Board may be filled by appointment by the Board. Meetings of the Board called by the President or two (2) or more members of the Board. A Board member who misses three (3) consecutive meetings without a valid excuse shall be removed from the Board.
6. No person associated with the association (IE: Coach, Director, Volunteer or Director) shall receive payment for their participation with the Association, but may receive a funding discount as set out in the organization policies. Members will be reimbursed for all expenses necessary and reasonably incurred while engaged in the affairs of the Society with the amounts set in the OMAHA Constitution, Bylaws and Regulations.

7. A director of a society may be removed from office by special resolution, despite any provision of the bylaws
8. All Directors or otherwise are voting members of the Board.

## **PART 5 –BOARD MEETINGS**

1. Board meetings shall be held once a month at the call of the President. The board committee shall hold a pre-season meeting at the call of the President between August 15 and September 15.
2. A quorum for a Board meeting shall be a majority of the board.

## **PART 6 – BOARD POSITIONS**

1. The President shall preside at all meetings of the Association with the usual privileges of his office. He or She shall appoint each year, two (2) Board members to audit the books of the Society.
2. The Vice President shall perform the duties of the President in the absence of the President, together with such other duties allocated to him or her by the President.
3. The Secretary shall have custody of the Seal. He or she shall be responsible for the keeping of the minutes and shall handle all general correspondence of the Association. He or She shall be responsible for the notification of the Board of all Board meetings.
4. The Treasurer shall keep an accurate record of all the moneys received and disbursed and shall have the books of the Association audited as per the Presidents appointment in Article VI, clause 6 and shall make a Financial Report to each Annual and Board meeting. The Treasurer shall be responsible for submitting the year-end report to the Society Act at the financial year end of April 30<sup>th</sup>.
5. The Referee-In-Chief shall be responsible for all allocation to referees for all games. He or She shall be responsible for reporting offences against referees to the Board and other such business concerning referees. He or She shall be responsible for the yearly evaluations of all referees for OMAHA and for the arrangements of referee clinics at the beginning of each season
6. The Head Coach shall be responsible for coordinating all coaching activities, for communication between coaches and the Board and for ensuring that all coaches are aware of all pertinent clinics and obtain proper qualifications for coaching various levels of hockey. He or She shall distribute coach applications at the beginning of the season and set up a coach meeting prior to season to go over “Coach Code of Conduct” and other information. The Head Coach and the Board shall have the final say in coach selection.

7. The Equipment Manager shall be responsible for all equipment including purchase of, storing and keeping an inventory of all stock
8. The Ice Ambassador shall be responsible for obtaining ice time, scheduling, re-scheduling, exchange and cancellation of ice time.
9. The Risk Manager shall be responsible for implementing, administering and evaluating the Associations Risk Management Program.
10. The Registrar shall be responsible for the maintaining of a permanent record of all registration of players with the Hockey Canada Registry and the British Columbia Amateur Hockey Association.
11. The Female Hockey Director shall be responsible for all female players and teams.
12. The Concession Manager shall be responsible for: Scheduling, purchasing, training, inventory and financial control of the Drylands Arena Concession.
13. The Past President shall act as an advisor to the Board when needed.
14. Directors shall attend regular Board meetings and assist in the duties outlined by the executive for the upcoming year.
15. All Directors, Coaches, Safety Persons, Team Managers and Female Hockey Directors of the Society **MUST** have the Respect-In-Sport "Speak Out" Training and a Criminal Record Check as well as all other required BC Hockey Certification required for their positions in order to uphold their positions.

### **Part 7 – Borrowing Powers**

1. The Association cannot exercise the right of borrowing power.

### **Part 8 – Banking**

1. Accounts shall be kept in the name of the Society at a bank, Credit Union or trust company selected by the Directors.
2. All Cheques issued by the Society shall be signed by 2 appointed Directors.

### **Part 9 – Inspection of Records of the Society**

1. The books and records of the Society will be made available to members upon reasonable request of the Executive.

## **Part 10 – Indemnities and Security**

1. Every Director or officer of the Society or other person who has undertaken or is about to undertake any liability on behalf of the Society and his/hers heirs, executors and administrators will be, from time to time and at all times, indemnified and saved harmless out of funds of the society, from and against:
  - (a) All liability, costs, charges and expenses whatsoever which that Director, Officer or other person sustains or incurs in or from any action, suit or proceeding which is brought, commenced or prosecuted against him/her for or in respect of any act, deed, matter or thing whatsoever made, done or permitted by him/her in or about the execution of the duties of his/her office;
  - (b) All other liability, costs charges and expenses which he/she sustains or incurs in or about or in relation to the affairs of the society:

Except such liability, costs, charges and expenses as are occasioned by his/her own willful neglect or default.

## **Part 11 – Altering Bylaws**

1. Amendments or alterations to the Bylaws may be made at the Annual or General Meetings. Any proposed amendments or alterations must be submitted to the Board in writing not less than twenty (20) days in advance of the Annual or General Meeting. The general membership is to be advised of the proposed amendment or alteration, not less than fourteen (14) days in advance of the Annual or General Meeting. Any resolution or motion shall be deemed to pass, if a 75% majority vote of the members present in favor of such resolution or motion as we currently do.

## **Part 12 – Previously Unalterable Provisions from the Society's Pre-Transition Constitution**

2. The Society shall be carried on without purpose of gain for its members and profits or other accretions to the society shall be used for promoting its purpose.
3. In the event that the association should at any time be wound up or dissolved, the remaining assets, after payments of all debts and liabilities, shall be turned over to a recognizable charitable organization in the Province in Canada, as directed by the members.
4. The association shall maintain good standing in affiliation with the British Columbia Hockey Association and Okanagan Mainline Amateur Hockey Assoc. (OMAHA) and shall observe all laws, rules and regulations by which such associations are governed and shall have representation at their annual meetings.

