

PART I
• CONSTITUTION •

ARTICLE TWO

Affiliation

- B) This association is a member of the Ontario Women's Hockey Association (O.W.H.A.) and is affiliated with the **Hockey Canada**

ARTICLE FIVE

Executive

- M) If an Executive position is shared by two Executive members, **each will** have a vote as long as no other position is held, otherwise see L.

ARTICLE ELEVEN

By-Laws, Regulations and Rules

- A) All hockey played under the jurisdiction of the BDGMHA shall be governed by the Associations Regulations and Rules.
- B) New or amended By-Laws, Regulations and/or Rules must be in accordance with O.W.H.A. and **Hockey Canada** provisions.
- C) New or amended By-Laws, Regulations and/or Rules which fail to receive ratification at the Annual General Meeting may not be re-introduced or modified for a period of three years.

PART II
• BY-LAWS •

ARTICLE ONE

Executive

- E) If a member of the BDGMHA Executive participates in activities which conflict with the aims and objectives of the BDGMHA that office may be declared vacant by a two-thirds majority vote of the Executive.

~~If an executive member participates in activities which conflict with the aims and objectives of the BDGMHA that office may be declared vacant by a two-thirds majority vote of the executive.~~

- F) Executive members receive a 100% reduction in their first registration fee to play in the BDGMHA. This is to cover out of pocket expenses. This honorarium may be applied to the player of the executive's choice or may be donated to the Hockey Help Fund.
- G) All executive members will sign an oath of confidentiality. (see Appendix 2)
- H) Breaches of Confidentiality may result in removal of the executive member.

ARTICLE TWO

Duties of Officers

C) VICE PRESIDENT IN CHARGE OF HOUSE LEAGUE

The Vice President in Charge of House League:

- i. Shall have the authority to perform the duties of the Vice President in Charge of Rep Teams or President in case of their absence.
- ii. Shall be responsible for overseeing the operation of the House League system, including the formation of teams, organization of the schedules and running of the season ending ~~tournament~~ **celebration**.

D) DEVELOPMENT COORDINATOR OF HOUSE LEAGUE

The Assistant to the Vice President **in charge of House League**

- i. Shall assist the ~~Second~~ Vice President **in charge of House League** in the administration of the house league.

F) TOURNAMENT DIRECTOR

The Tournament Director:

- i. Shall ensure the tournament(s) meet O.W.H.A. criteria for sanctioning.
- ii. Shall oversee the running of the BDGMHA tournament(s).
- iii. Shall report to the Executive pertinent tournament information prior to and following the tournament(s).
- iv. Shall seek input from rep coaches regarding selection of tournament teams and scheduling.
- v. Shall be responsible for **overseeing** the Tournament account.
- vi. Shall provide the Executive with a tournament financial report.

H) PUBLICITY DIRECTOR

The Publicity Director:

- v. ~~Shall develop Grant Proposals and funding requests.~~

I) WEBMASTER

The Webmaster:

- i. Shall work with Publicity Director to ensure all information on the website is up to date
- ii. Shall renew the annual subscription
- iii. Shall train rep managers in setting up and coordinating their team pages
- iv. Shall be responsible for closing the teams pages at the end of the season

J) SECRETARY

K) VOLUNTEER CO-ORDINATOR

- i. Shall accept applications for rep ~~teach~~ **team** coaches, executive administrators and ref-in-chief as required

L) FUNDRAISING DIRECTOR

BINGO CO-ORDINATOR

- ~~i. Shall report to the Executive Administrator.~~
- ~~ii. Shall coordinate and oversee the operations of the bingo.~~
- ~~iii. This position will be paid \$75.00 per bingo.~~

M) LOWER LAKES FEMALE HOCKEY LEAGUE REP (LLFHL Rep)

N) EXECUTIVE ADMINISTRATOR

The Executive Administrator:

- ~~i. Shall be responsible for the accounting and management of league funds. including the general and bingo accounts and any fundraising accounts.~~
- ii. Shall provide monthly statements to the Executive **and rep teams.**
~~Shall institute and manage a player information data base.~~
- ~~iii. Shall liaison with city (Parks & Rec.) regarding ice **payments.** allocation for all BDGMHA teams, leagues, tournaments etc.
Shall co-ordinate with Referee in Chief, officials for house league and rep teams.~~
- iv. Shall liaison with tournament director re: handling of tournament fees, etc.
- v. Shall organize registration as directed by the Executive.
- vi. Shall organize and maintain the office files. ~~a resource library for access by coaches.~~

- vii. Shall be responsible for distribution of emails ~~calls~~ to appropriate executive members.
- viii. Shall receive or be forwarded all BDGMHA correspondence for presentation at the next Executive meeting.
- ix. Shall assist with various association functions as directed by the Executive.
- x. Shall attend Executive meetings.
~~Shall coordinate with the Tournament Director the handling of the tournament(s).~~
- xi. Shall work with the VP in Charge of House league to establish House League celebration ~~tournament~~-budget.
~~Shall update the constitution.~~
- xii. Shall be a voting position.
- xiii. Shall be an advertised position.
- xiv. A two-year term – position under review at end of each year.
- xv. The candidate must be approved by the Executive.
- xvi. May be removed from the position with a 2/3 majority vote by the Executive.
- xvii. Shall be paid an honorarium, the amount to be set by the Executive, in twelve equal payments.

O) ICE MANAGER

- i. Shall oversee the management, distribution, payment and return of all ice for the BDGMGA.
- ii. Will ensure that all ice transactions reconcile with the budgetary allotment for ice.
- iii. Will work with the Executive Administrator and Parks and Recreation with regards to all ice related issues.
- iv. **Shall co-ordinate, with Referee in Chief, officials for house league and rep teams.**
- v. Shall be responsible for allotment of ice times (house league, rep teams, tryouts).
- vi. Shall be paid an honorarium, the amount to be set by the Executive, in twelve equal payments.

ARTICLE THREE

General Meetings

~~F) —No quorum shall be required at general meetings including the Annual General Meeting.~~

ARTICLE FIVE

Conflict of Interest

- D) The President and or the First Vice President of the BDGMHA cannot be the head coach or the manager of a Rep. Team. If a coach has not been found prior to team selection the President or First Vice President could assume as acting coach~~ing~~ or manager position until such a time as a suitable candidate is found.