



Constitution

ARTICLE 1

Name

1. The Association shall be known as the Markham Womens Ringette Association hereinafter to be referred to as MWRA.

ARTICLE 2

Aims and Objectives

1. To promote, administer and develop the recreational sport of Ringette.
2. To provide entertainment and fun for the participants.
3. To provide competition for all players desiring to participate in the sport of Ringette, giving due consideration to their individual capabilities and interests.
4. To ensure that all members have the opportunity of presenting and having their views heard.
5. To provide support and opportunity to players, coaches, officials, and administrators to improve their skills.
6. To actively promote, adhere to and support the objectives and policies of the Ontario Ringette Association and Ringette Canada.

ARTICLE 3

Membership

1. Membership in the MWRA shall be open to all players living within the geographic boundaries of the Greater Toronto Area.
2. Players from outside these boundaries shall be accepted if openings are available in the program.

ARTICLE 4

Board of Directors

1. The Board of Directors of the MWRA shall consist of the following officers: President, Vice-President, Secretary, Treasurer, Marketing & Fundraising Manager and Equipment Manager; and the following Directors: Past-President, Cougar Team Representative, Pylons Team Representative.

ARTICLE 5

Board of Directors - Powers and Duties

1. The Board of Directors shall have control of the affairs of the MWRA and shall have power to amend the regulations of the MWRA.
2. The Board of Directors shall appoint both standing and ad-hoc committees and shall have terms of reference for these committees providing these are be within the aims and objectives of the constitution.
3. Vacancies on the Board of Directors, however caused, shall be filled by the Board of Directors from the qualified members of the MWRA if they shall see fit to do so. Otherwise such vacancies shall be filled at the next annual general meeting of members.

ARTICLE 6

Officers and Directors – Roles and Responsibilities

1. The Officers of the MWRA form the Executive Committee and shall be President, Vice-President, Secretary, Treasurer, Marketing & Fundraising Manager and Equipment Manager. The Executive Committee has voting rights at all meetings, except where specified otherwise.
 - (a) President:
 - i. Shall preside at all Board of Directors and Executive Committee meetings.
 - ii. Shall exercise the power and authority of the MWRA Board of Directors in cases of emergency but subject to ratification by the entire Board at the next meeting.
 - iii. Shall be the official spokesman for the MWRA and the official liaison to the Ontario Ringette Association, ensuring that all correspondence from Ontario Ringette Association is brought before the MWRA Board of Directors.
 - iv. Shall be charged with the general management and supervision of the affairs and operations of the MWRA.
 - v. Shall register all players with Ontario Ringette Association and by extension, Ringette Canada.
 - vi. Shall be an Ex-officio member of all standing and ad hoc committees.
 - vii. Shall co-sign cheques signed by the Treasurer.
 - viii. Shall not vote except in the case of a tie where she shall cast the deciding vote.
 - ix. Shall ensure that all Officers and Directors perform their duties.
 - x. Shall have custody of all documents and records, except financial, pertaining to the affairs of the MWRA.
 - (b) Vice-President:
 - i. Shall perform the duties of the President in her absence or at her request and she shall then have all the powers and rights of the President.
 - ii. When acting as President shall not have the right to vote except in the case of a tie.
 - iii. Shall assist the President in performing her duties and may hold the position of Chairwoman of an ad hoc or any standing committee.
 - iv. In the absence of the President, may co-sign cheques signed by the Treasurer.
 - v. Shall coordinate goalkeeping and refereeing schedules for each league night.
 - vi. Shall perform other duties as assigned.

(c) Secretary:

- i. Shall issue notice of all meetings.
- ii. Shall prepare an agenda for all such meetings.
- iii. Shall maintain records of proceedings and meetings.
- iv. Shall issue regular league updates to all members.
- v. Shall ensure that all correspondence is attended to.
- vi. Shall keep an accurate record of all business transactions of the Board of Directors.
- vii. Shall be the sole keeper of waiting lists for the league.
- viii. Shall be responsible for placing a player from the waiting list onto a league team.
- ix. Shall keep current list of all members.
- x. Shall perform other duties as assigned.

(d) Treasurer:

- i. Shall pay all accounts by cheque signed by herself and one of either the President or Vice-President.
- ii. Shall keep complete and accurate records of accounts in which shall be recorded all receipts and disbursements of the MWRA and report same at all regular and Annual General meetings.
- iii. Shall create and maintain financial reports for the league, including a budget document.
- iv. Shall perform other duties as assigned.

(e) Marketing & Fundraising Manager

- i. Shall be responsible for all promotions dealing with the MWRA including, press releases, advertising, special events and merchandise.
- ii. Shall be responsible for fundraising initiatives as dictated by the will of the general membership.
- iii. Shall perform other duties as assigned.

(f) Equipment Manager

- i. Shall be responsible for all equipment of the MWRA.
- ii. Shall purchase equipment as approved in the budget.
- iii. Shall be responsible for the equipment education of all coaches and players within MWRA.
- iv. Shall perform other duties as assigned.

2. The Directors of the MWRA shall be Past-President, Cougars Team Representative and Pylons Team Representative. These members of the Board of Directors do not have voting privileges but will be expected to contribute to discussion surrounding all MWRA business.

(a) Past-President:

- i. Shall carry out all duties assigned by the Board of Directors and act as advisor to the Board of Directors.
- ii. Shall perform other duties as assigned.

(b) Cougars Team Representative

- i. Shall be responsible for administering and managing their team in accordance with MWRA accepted practices.
- ii. Shall perform other duties as assigned.

(c) Pylons Team Representative

- i. Shall be responsible for administering and managing their team in accordance with MWRA accepted practices.
- ii. Shall perform other duties as assigned.

ARTICLE 7

Election of Officers and Directors

1. Six weeks prior to the Annual General Meeting, the Board of Directors shall appoint from amongst its members a nominating chair who shall be responsible for putting forth a slate of names willing to run for each position.
2. All Officers shall then be elected by a vote for a term of two years at the MWRA Annual General Meeting.
3. No proxy vote shall be recognized.
4. All Members of the Board of Directors and all Members of the MWRA in good standing shall have one vote.
5. The positions of President, Secretary and Equipment Manager and shall be elected in odd number years.
6. The positions of Vice-President, Treasurer, and Marketing & Fundraising Manager shall be elected in even number years.
7. The position of Past-President shall be assumed by the retiring President, therefore it is not an elected position and may be vacant. The position of Past-President is a one year term.
8. The Cougar and Pylon Team Representatives shall appoint their successor.

ARTICLE 8

Standing Committees

1. The Standing Committees of the MWRA shall be struck when needed as determined by the Board of Directors. These committees may include, but are not limited to, the following:
 - a. Finance Committee
 - b. Fundraising Committee
 - c. Promotions Committee

ARTICLE 9

Amendments to the Constitution and By-Laws

1. The Constitution of the MWRA shall not be amended except at the Annual General Meeting by a two-thirds vote of the members present.
2. Notice of the proposed amendments shall be given to the Secretary in writing at least twenty-one (21) days prior to the Annual General Meeting and she shall provide copies of the proposed revisions to all those entitled to vote at such a meeting.
3. The By-Laws of the organization may be amended by a two-thirds vote of the members at the Annual General Meeting or a special meeting called for this purpose.

By-Laws

BY-LAW 1

1. The Annual General Meeting shall be held at such place on such a date and at such an hour as the MWRA Board of Directors shall determine each year, provided that such Annual General Meeting shall be held not later than the 30th of April. At least a seven day notice of the meeting shall be given to all Members in good standing.
2. The order of business at the Annual General Meeting shall be as follows:
 - a. Call to Order
 - b. Adoption of Minutes of previous Annual Meeting and General Meetings held since the previous Annual Meeting.
 - c. Business arising out of the Minutes.
 - d. The President's Report.
 - e. The Treasurer's Report.
 - f. Registration report.
 - g. Balance of Board of Directors and Committee Reports.
 - h. Constitution and By-law amendments.
 - i. Election of next year's Board of Directors.
 - j. New Business.
 - k. Adjournment.

BY-LAW 2

Each player shall pay fees based on requirements as determined on an annual basis by the Board of Directors.

BY-LAW 3

The presence of one third of the Board of Directors plus one shall be necessary to constitute a quorum to conduct the affairs of the association at a meeting of the Executive Committee or Board of Directors.

BY-LAW 4

A vote of non-confidence may be made by either the Membership or the Executive Committee.

The membership may pass a motion of non-confidence in the executive by a two thirds vote of the members entitled to vote. Following the passage of such a motion the executive shall call a special general meeting of the members as soon as practical and an extraordinary election shall be held in accordance with the normal procedure for executive elections. Following a motion of non-confidence, the executive shall not admit or expel members, and shall not amend the constitution until the special general meeting referred to above has been held.

The executive may pass a motion of non-confidence in an individual by a two thirds vote. Following the passage of such a motion, the executive shall call a special general meeting of the members as soon as practical and an extraordinary election shall be held in accordance with the normal procedure for executive elections. Following a motion of non-confidence, the executive shall not admit or expel members, and shall not amend the constitution until the special general meeting referred to above has been held.