

Loose Ends Hockey Association — Constitution

(February 22, 1980, Revised 2015)

Article I: Name

- i. The league shall be named the LOOSE ENDS HOCKEY ASSOCIATION.

Article II: Object

- i. The league shall endeavour to promote:
 - a) Friendly, competitive, non-contact hockey;
 - b) Fellowship amongst the membership;
 - c) Social exchanges between members and their families.

Article III: Membership

- i. Membership is open to any adult aged 30 or over.
- ii. Members must adhere to the rules and regulations laid down by the league's governing bodies.
- iii. Executive Committee reserves the right to rule on any player's eligibility.
- iv. To remain a member of the league, the Treasurer must receive a deposit cheque payable on or before May 1 of that year. The balance of the fee must be paid prior to the third game of the season. A player may play only if full payment has been received or by Executive Committee decree. A penalty of \$20.00 including bank fees will be charged for NSF cheques and any further cheques will not be accepted unless certified.

Article IV: League Management

- i. Two governing bodies shall manage the league: the Executive and the Rules Committee. The Executive shall comprise of the following officers; President, Vice-President, Treasurer, Secretary and Rules Committee Chairman. The Rules Committee shall consist of: Rules Committee Chairman, Secretary and Team Captains. Team Captains and Alternate Captains shall manage teams. The Executive, Team Captains and Alternate Captains shall be elected bi-annually. At least once during their terms of office, the Executive must hold a General Meeting, which shall be open to all league members.

Article V:

Amendments To The Constitution And By-Laws

- i. Proposed amendments to the league Constitution shall be placed before the membership in a private ballot. Proposals receiving a favourable vote from two-thirds of the membership shall be adopted.
- ii. Proposed amendments to the League By-laws shall be adopted after passing a majority favourable vote from the Executive and from the Rules Committee.

By-Law I: Duties Of The Governing Bodies

- i. The Executive shall be responsible for:
 - a) Arranging and coordinating suitable facilities for playing hockey, including: arena, referees, timekeepers, uniforms and supplies, scheduling ice time, securing sponsors, maintaining player lists and communicating with the general membership;
 - b) Planning and executing all financial business related to league operations;
 - c) Arrange and coordinate league social activities deemed suitable by the Executive.
- ii. The Rules Committee shall have the authority to:
 - a) Establish and enforce all league rules of player conduct during any league function and handle all grievances and disputes which arise during the season;
 - b) Conduct additional league business of a non-financial nature including: establishing procedures for drafting players from team to team and approving team uniform.
- iii. There shall be one Captain for each team in the league. Captains shall represent their team in good faith and when required, express the majority opinion of their team.

By-Law II: Officers

- i. The President shall be the regular presiding officer of the Executive and shall ensure that league operations are conducted as prescribed by its Constitution and By-Laws. The President will not vote or cast any ballot except to break a tie.
- ii. The Vice-President shall be capable of assuming the duties of the President in his absence and shall undertake duties as assigned by the Executive. He shall also serve as Chairman of the Nominating and Elections Committee.
- iii. The Treasurer shall provide general supervision of the league's financial affairs and shall maintain proper books of account. The Treasurer shall prepare a budget for Executive approval.
- iv. The Secretary shall record and appropriately distribute minutes of all meetings of the Executive and of the Rules Committee; appropriately notify officers and Captains of upcoming meetings; keep a record of all league correspondence and maintain By-Laws, the league rules and all player lists. The Secretary will be the presiding officer of the Rules Committee in the absence of the Rules Committee Chairman.
- v. The Executive shall be responsible for the planning and operation of all league social activities.
- vi. The Rules Committee Chairman shall be the presiding officer of the Rules Committee and shall coordinate communications between the Executive and the Rules Committee.

By-Law III: Qualifications For Office

- i. The President must have served on the Executive for a minimum of one year.
- ii. The Treasurer must have served on the Executive for a minimum of one year.
- iii. The Rules Committee Chairman must have served on either the Rules Committee or the Executive for a minimum of one year.
- iv. The Vice-President may be a league member.
- v. Team Captains and Alternate Captains may be any league member.

By-Law IV: Meetings

- i. The Annual General Meeting shall be held on or before the fiscal year end and shall be open to all members. Date and location shall be made known to all members at least four weeks in advance. The President shall chair the meeting and business shall be opened to matters of importance to any member but the resolution of any motion raised and seconded shall only be placed before the league membership in a private ballot.
- ii. The Executive shall meet as required but must meet at least three times during their terms of office. A meeting must be held within the first three months of office. A quorum shall consist of any three members but must include either the President or the Vice-President.
- iii. The Rules Committee shall meet at least once prior to July 1. Committee members may request in writing for additional meetings. At least one-half of the teams must be represented for a quorum.
- iv. Teams may meet as required.

By-Law V: Elections And Voting

- i. Election of new officers shall take place every second year prior to March 15. Officers will be elected for a two-year term running from June 1 through May 31 of the following year. Executives may hold only one office at any time.
- ii. The Nominations and Elections Committee shall comprise of the following members: the Vice-President and at least two other league members appointed by the Vice-President who are not serving on the Executive. The Executive and the Rules Committee must approve selection of other members.

The Nominations and Elections Committee shall:

- a) Prepare a list of at least one nominee for each Executive position;
 - b) Post the list of nominees in each team's dressing room at least three weeks prior to the election date;
 - c) Accept additional nominations until one week prior to the election date;
- iii. Candidates must express their willingness to serve and must be nominated and seconded by league members not presently serving on the Nominations Elections Committee.

- iv. Voting shall be by private ballot. The candidate for each position receiving the most votes shall be declared.
- v. Election of Team Captains shall take place prior to April 30. Captains will be elected for one-year term running from June 1 through May 31. Voting will be done by a show-of-hands elections conducted at a team meeting and the Rules Committee Chairman must be notified of the team's selection by April 30.

By-Law VI: Financial

- i. The league's fiscal year shall run from June 1 through May 31.
- ii. The league shall maintain a current account in the name of the LOOSE ENDS HOCKEY ASSOCIATION at any Canadian Bank.
- iii. All investments of league funds must be guaranteed.
- iv. The Treasurer shall maintain a record of all transactions. Receipts must be available for all receivables and copies of all invoices must be kept.
- v. All disbursements of funds must be by cheque. Cheques will be endorsed by one of the following signatures: President, Secretary, Treasurer.
- vi. A financial statement must be approved by the membership or the Rules Committee every year.
- vii. The Executive will tender and retain quotation for all major league expenditures.