

Gros Morne Minor Hockey Association

Constitution

Articles of Agreement

&

By Laws



Constitution and By-Laws

Article 1: Name

This organization shall be known as Gros Morne Minor Hockey Association (GMMHA).

Article 2: Mandate

The mandate of Gros Morne Minor Hockey Association is to promote, govern, and improve Minor Hockey as a division of the governing body by authority of Hockey Newfoundland and Labrador (HNL). As a member of HNL, it is subject to the Constitution, By-laws, regulations and playing rules of Hockey Canada.

- A. To promote and provide facilities for Midget, Bantam, Peewee, Atom, Novice, Initiation and Female ice hockey.
- B. To organize competitive ice hockey, to arrange matches and competitions, to manage and administer championship play downs and to grant, receive, and contribute awards and other distinctions.
- C. To develop confidence in Minor Hockey players, in themselves and respect for others.
- D. To teach children good sportsmanship and the premise of fair play.
- E. To associate with any other organization or organizations promoting the objectives of this Association.
- F. To invest and manage the money of the Association.
- G. To engage in, organize, administer and carry out fund-raising projects and activities and to carry on any business or businesses of any nature and kind whatsoever, either on a continuous or temporary basis, which may be considered necessary or desirable for the purpose of financing or operating the Association, or for promoting any of the objectives of the Association;

Article 3: Membership

The Association shall consist of:

- A. All parents/guardians of children playing hockey in the system.
- B. Other volunteers who served by Gros Morne Minor Hockey Association.
- C. Executive Members
- D. Directors
- E. Coaches and trainers
- F. Officials (referees and linesmen)

Article 4: Amendments

The constitution of the Association shall not be altered except at an annual meeting. Notice of the proposed alterations shall be given to the Secretary in writing on or before May 1st of each year. He or she shall forthwith notify the Executive Committee of the proposed change. An amendment to the constitution shall be made only at an annual meeting and by two-thirds majority of the voting members only that are present.

Policies of the Association shall not be altered unless the members of the Executive have reason to amend. Amended policies shall be distributed to each member. Alterations do not require advance notice.

By Laws of the Association

By Law One:

1. The Annual General Meeting shall be held on or before May 31 each year.
2. At the Annual General Meeting of the Association, the Executive Officers shall be elected.
3. The order of business at the Annual General Meeting shall be:
 - A. Reading of the minutes of the last Annual Meeting and action thereon
 - B. Reception of Credentials
 - C. Correspondence
 - D. Treasurer's Report
 - E. Reports of Committees
 - F. Unfinished Business
 - G. Election of Officers
 - H. Appointment of Auditor
4. Voting
 - A. At the Annual General Meeting and all General Meetings of the Association, every member present is entitled to one vote. In the event of a tie, the President shall have the casting vote. Proxy votes are not permitted.
 - B. Proxy nominations will be accepted in writing.
 - C. At all meetings of the Association, voting shall be decided by a show of hands unless the meeting decides on a secret ballot.
 - D. Decisions shall be by majority of votes cast, except as otherwise provided in the by-laws.
5. The Executive Officers shall consist of:
 - A. The President
 - B. The Vice President
 - C. Secretary
 - D. Treasurer
 - E. Registrar
 - F. Events Coordinator (if applicable)

Specific Duties of Appointed Members

The President: within the jurisdiction of the Association's constitution and by-laws, shall have the power to:

1. Sign as a signing officer for the Association.
2. Preside at all meetings of the Association.
3. Exercise the powers of the Executive in case of emergency.
4. Be a member of the Finance committee struck to oversee funding of the Association.
5. Prepare an agenda for the Annual general meeting.
6. Shall have the power to suspend any registered player of the Association for ungentlemanly conduct on or off the ice, or for abusive language to any official in charge of any game. The President may also suspend players in accordance with the current rules and regulations of HNL.

The Vice President:

1. In the absence of the President, or in the event of his/her inability to act, the Vice-President shall, always, be ex-officio voting member of all Committees appointed by the President except nominating committee for the Annual Meeting.
2. Be responsible for the scheduling of all games in the absence of an appointed scheduler.
3. May be one of the signing officers of the Association

The Secretary:

1. Shall keep an accurate record of all proceedings of all General, Special and Annual General Meetings.
2. Shall notify all persons attending meetings as they relate to Minor Hockey.
3. Shall receive and dispatch Association correspondence when necessary.
4. Shall keep accurate minutes of all executive meetings and shall distribute copies of the minutes to the executive within one week of a meeting.

The Treasurer:

1. Shall keep an accurate record of all monies received and disbursed.
2. Shall provide a financial report at the Annual General Meeting.
3. Shall provide interim financial statements to the Executive in January of each hockey season.
4. Be Chairman of the budget committee.
5. Be one of the signing officers of the Association.
6. Handle all insurance claims and ensure that they are all handled and processed.
7. Provide a financial report to the executive mid January of each hockey season.

The Registrar:

1. Shall receive and certify all certificates submitted to him/her on behalf of the players applying for registration in the Association.
2. Co-ordinate all aspects of player registration within HNL policy.
3. Provide the Executive with information, which may be required concerning any player registered with the Association.
4. May be one of the signing officers of the Association.
5. Shall be responsible for registering volunteer members who may be assigned to a team as a trainer, coach or assistant coach in the HCR.

Director(s):

1. The Director shall be the representation of his/her division;
2. Shall assist the registrar during the season in the registration of players for his/her division.
3. Shall meet with coaches and managers within his/her division and be privy to all meetings with respect to this person's division;

4. Shall have the authority to enforce Rules, Regulations and Procedures applicable to his division;
5. Shall work closely with coaches, managers and any other personnel required to successfully operate teams in his/her division and have the authority to report inappropriate actions to the Executive Officers for disciplinary action. At no time shall a director take disciplinary action against a coach, manager or team official without notifying the Executive Officers;
6. Shall assist the coaches in drawing up regular and playoff schedules if necessary;
7. Shall inform the President and/or Vice-President of equipment requirements for his/her division;
8. Shall be responsible for jerseys for his/her division
9. Shall be responsible for scheduling games and booking of ice time and referees within his/her division;
10. Shall be responsible for completing any and all travel forms prior to any travel.
11. Shall inform his/her division of tournaments, travel details, schedules, game and or practice times, game and or practice cancelations.

The Ice Coordinator/Scheduler if Appointed:

1. Shall be responsible for the scheduling of all House League and Tournament Games of the Association.
2. Shall be responsible for communicating with division coordinators concerning any tournaments which may be planned during the hockey season to ensure that there are no conflicts in ice times.
3. Shall be responsible for booking ice times for House league and communicating times booked to division coordinators.

By Law Two

1. The executive officers shall have control of the affairs of the Association and the responsibility to implement and carry out the rules and regulations of the Association.
2. The Executive shall have the power to suspend or discipline any coach, manager, player or other official connected with the Association.
3. A majority of the Executive shall constitute a quorum at any Meeting of the Executive.
4. Should a vacancy occur inside the Executive; the Executive shall have the right to appoint a person at his or her own discretion.
5. When attending HNL meetings, or other required events or meals, the Association, as defined in HNL by laws will pay for hotel and travel costs.

By Law Three

1. The fiscal year of the Association shall be from June 1st to May 31st.
2. An independent review shall be conducted each year on the Financial Records of the Association.

By Law Four

1. All complaints or concerns from any member MUST be in writing to the Executive and shall be dealt with in accordance with the Association Constitution. The Executive shall handle anything not covered by the constitution.

By Law Five

1. The Executive as required will set registration cost.
2. Fund-raising will be set by the Executive and may be deemed MANDATORY.
3. The Executive must approve any FUND-RAISING done by any team or division.

By Law Six

1. The Logos of the Gros Morne Minor Hockey Association shall not be copied or duplicated for commercial purposes without WRITTEN approval of the Executive of the Gros Morne Minor Hockey Association.
2. Minor Hockey jerseys shall only be worn at minor hockey functions and with respect.
3. Alterations to minor hockey sweaters will have to be approved by the Executive.

By Law Seven (House League)

1. Each player in each division shall receive a minimum of two hours of ice time per week.
2. All players shall play within their age and division as established by HNL.
3. Each team in house league will have an equal number of players where possible.
4. The Executive will have the authority to determine the number of teams in each division.
5. The Gros Morne Minor Hockey Association will adhere to the coaching training requirements as outlined by HNL.
6. The Association concept on the fair play rule in house league is that every player from Initiation to Midget divisions will get equal ice time regardless of their ability and will honour fair play as a concept of personal and hockey development, so that players will develop to their own potential.
7. Players must attend at least 50% of games/tournaments in order to play the Easter Tournament.
8. Players must be registered before first week in January in order to be placed on a roster for the Easter Tournament in accordance with HNL policy.
9. Players must be registered before first week in February in order to be a member of Gros Morne Minor Hockey in accordance with HNL policy;
10. Rosters for Provincial Tournaments shall consist of 17 players plus 2 goalies.

By Law Eight (All Star if applicable)

1. The Association ALL STAR teams shall be known as the "Gros Morne Mountaineers".
2. All Star teams will be picked from the house league teams.
3. Players picked for All Star teams must play house league as well. The Executive has the right to suspend any player failing to attend 80% of their house league games and practices.
4. All Star teams should consist of 17 players (15 skaters and 2 goalies) where possible. Other circumstances will have to meet the Executives approval.
5. All HNL EASTER tournaments All Star fees will be set each year by the Executive. This fee will be due 30 days prior to the Easter Tournament.
6. All Star Teams are to be finalized by a date that is established by the Executive.
7. The Association's concept on the fair play rule in All Star will depend on the players desire to want to play each game.
8. The Executive or a Selection Committee shall choose one (1) Head Coach and up to three (3) Assistant Coaches per team.

By Law Nine

1. By laws made throughout the year will be recorded and brought forth to the next Annual General Meeting and voted on.
2. Anything not covered by the Constitution and the bylaws of the Association will be left to the discretionary powers of the League Executive.