

# MOUNT HAMILTON YOUTH SOCCER CLUB

## CONSTITUTION (2009)

### **Section 1 Name and Affiliation**

- a) "Mount Hamilton Youth Soccer Club" herein will be referred to as the Club.
- b) The Club shall be affiliated with the Ontario Soccer Association (herein referred to as OSA) through the Hamilton and District Soccer Association (herein referred to as H&D). The Club will conform to the Constitution and By-Laws of the OSA, unless otherwise amended at the Annual General Meeting (herein referred to as AGM).
- c) The Club shall be incorporated under Provincial Charter.

### **Section 2 Club Mission**

We are committed to the sport of soccer and the Hamilton community.

We will provide a safe and healthy environment that enables players, coaches and officials to achieve their optimum goals.

We promise to foster the values and ethics of true sportsmanship through ongoing skill development, training and encouragement of players, coaches and officials.

### **Section 3 Membership definition**

#### **a) Adult Members:**

All parents and legal guardians are deemed to be adult members.

#### **b) Player:**

A participant of organised soccer games who practices under the direction of a coach, and who has registered by paying the current season fees, and any previous year's fees and/or fines.

#### **c) Coaches:**

Volunteers who have signed a declaration of personal disclosure, and have been found to be in good standing within the community and the club. These volunteers shall be approved for the status of coach, assistant coach or manager by the Coaches Co-ordinator and Club Head Coach.

#### **d) Board of Directors position holder**

Members in good standing who have been elected or appointed to the Board of Directors, by the Board on a two third majority vote.

#### **e) Voting Members**

Members in good standing including parents, legal guardians, coaches, players (aged 18yrs or over) and Board of Directors position holders. The President shall exercise the voting rights solely, to break a tie vote.

#### **f) Non-Voting Members**

- i. Members under the age of 18 yrs.
- ii. Members of the Club under suspension from Mt. Hamilton and/or any other affiliated bodies.

# **MOUNT HAMILTON YOUTH SOCCER CLUB**

## **CONSTITUTION (2009)**

### **Section 4 Board of Directors; & Election Procedure**

#### **a) Board of Directors**

- i. Board of Directors will be comprised of Honorary President, President, Vice President, Recording Secretary & Social Director, Treasurer, Registrar, Public Relations Co-ordinator, Coaches Director (one full size, one mini), Scheduler & Field Director, Equipment Director, Competitive Director, Communication Co-ordinator, Disciplinary Director, Division Co-ordinator (additional Directors as required).
- ii. President and Vice-President will be members of the Board for a minimum of two consecutive years. Other Board of Directors position holders will be Club members in good standing, for a minimum of a one-year period, prior to the election. Any person, seeking election, and not meeting the requirement must be approved by a two-thirds majority vote of members at the election.
- iii. The President shall hold office for no more than three consecutive terms (6 yrs). Exception to this rule will only be accepted if 2/3 of voting members are in favour of the president to be considered for an additional; providing the following: There are no other nominees and the president is not able to hold the position for another term.

#### **b) Election Procedure**

The election shall be conducted by a minimum of three members of the existing Board of Directors, who are not eligible or will not run for office, in the election. (1 chair person & 2 ballot counters)

##### **a) To be elected in EVEN years, for a two-year term:**

President  
Recording Secretary & Social Director  
Coaches Director: full size  
Scheduler & Field Director  
Communication Director  
Business & Organization Director  
Disciplinary Director

##### **b) To be elected in ODD years, for a two-year term.**

Vice-President  
Treasurer  
Public Relations Director  
Scheduler & Field Director (Recreational)  
Coaches Director Mini  
Equipment Director  
Competitive Soccer Director  
Tournament Director

# MOUNT HAMILTON YOUTH SOCCER CLUB

## CONSTITUTION (2009)

- i. Directors at Large shall be elected or appointed for a **one-year term**. The number of directors, *if any*, will be determined annually based on the projected workload.
- ii. Another member in good standing must nominate any member running for a position on the Board of Directors. Any person in absentia, but willing to run must indicate his/her intention in writing to the Club office or Board Member.
- iii. Only voting members shall be eligible to participate in the vote. Votes by proxy shall be inadmissible.
- iv. Election to office shall require a majority of votes cast. Where a ballot does not result in a majority vote, the candidate/candidates with the least number of votes shall be struck from the ballot, and a new vote will be taken. This procedure shall be followed until a majority vote results.
- v. When only one nominee has declared his/her intention to run, the person shall not be voted in by acclamation. A vote shall be taken.
- vi. Vacancies created on the Board after the election, will be filled by appointment, on a two-thirds majority vote of the Board of Directors. Such appointments shall be effective from time of appointment until the next AGM.

### **Section 5 Meetings**

#### **a) Annual General Meeting**

Held at completion of the current playing season. Place, date & time to be published at the beginning of the calendar year.

#### **b) Special General Meeting**

- i. May be called at any time by the President
- ii. Must be called within 14 days of a written request signed by 11 active voting members. All adult members must be notified as soon as practicable.
- iii. Only the problem under consideration may be debated at a special general meeting

#### **c) Voting & Quorum**

- i. All voting members present, except the President, shall have one vote.
- ii. The President shall exercise his voting right only in the event of a tie vote.

**Quorums:**      Adult/Coaches Meetings:      15 members  
                         Annual General Meeting:      15 members  
                         Board Meetings:                              Majority of the Board

### **Section 6 Signing Officers**

President, Vice President, Treasurer, and one other board member designated by the Board of Directors will be the signing officers of the Club. Cheques shall require the signatures of two (2)-signing officers.

### **Section 7 Resignations**

- a) Any member resigning from the Board of Directors shall submit their resignation in writing to the Club President.
- b) Any Board member that condemns another Board or their work in an unacceptable manner will be called to appear by the MHYSC discipline subcommittee who will determine if they will remain on the board. In all cases, a written apology will be mandatory.

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### **Section 8 Financial Year**

The financial year terminates shall with the AGM.

### **Section 9 Player Allocation Procedure**

- a) In an effort to have balanced teams, the following procedures will be followed for all House League teams and teams participating in WWISL:
- b) Allocation position and rotation are determined by the teams colour sequences.
  - i. Registrants will be assigned to teams, in accordance with the player's evaluation on record, from the previous or modified evaluation as directed by the club Head Coach. Coaches and Assistant Coaches will have their children assigned to their team. Brothers and sisters will be assigned to the same team. Sponsors children will be assigned to their sponsored team. Nieces, Nephews or Grandchildren can be included in the player protection process but only 2 protects are allowed per coach or sponsor. Any coach that does not have any protects shall be allowed a maximum of two (2) players from that coach's previous year's team.
  - ii. Major aged players will be assigned first in accordance with evaluation on record. Minor aged players will be assigned thereafter in accordance with evaluations on record. If no evaluation exists (i.e. player not previously registered with the club) a rating of "NEW" will be given.
  - iii. Teams with less than a full roster (i.e. 15 players-full field & 12 or 13 players' mini soccer) will have players assigned to them as they are registered with the Club.
  - iv. One (1) player trade per team may be allowed at the discretion of the Board of Directors. Trades must be of equal grading and age and will be considered only on request of the players' parent or guardians.
  - v. A player may only be moved up one age group, but in no circumstance shall be moved down from his/her age group.

### **Section 10 Competitive Teams**

- a) There can be a maximum of two teams per each age group & division per league, unless otherwise approved by the Board of Directors.
- b) Select and Rep teams fall under this category of Competitive Teams.
- c) Competitive teams are considered any team not part of the House League schedule and registered in an OSA Provincial, Regional or District League.

### **Section 11 Tenders and Purchases.**

- a) Tenders for uniforms, equipment, trophies, photographs, and all major expenditures, shall be requested from three (3) suppliers. Multi-Year agreements or Contracts may be approved by the board of Directors if it is financially beneficial to the club.
- b) The Club Office should have copies of all tenders and a list of suppliers.
- c) Purchases over \$300 require the approval of the Board of Directors.

### **Section 12 Constitutional Amendments**

- a) All proposed amendments to the constitution shall be forwarded to the Club Secretary twenty-one days prior to the AGM.
- b) Amendments will be reviewed by the Board of Directors prior the AGM, in order to give their view to the membership, prior to voting at the AGM.
- c) Members will receive their copies of these amendments at the AGM.
- d) Amendments may only be put forward, by the Club's voting members.

# **MOUNT HAMILTON YOUTH SOCCER CLUB CONSTITUTION (2009)**

## **Section 13 Directors and Officers Liability Insurance**

Every member of the Board for Mount Hamilton Youth Soccer Club shall be indemnified by The Club against all cost, losses and expenses incurred by them respectively in or about the discharge of their respective duties, except those which happen as a result of their own neglect or defaults. (For details see the Clubs Directors and Officers Liability Insurance forms.)

## **Section 14 Members responsibility**

Any member of the Club under investigation for unlawfully profiting or taking unfair advantage of Mount Hamilton Youth Soccer Club shall be temporarily suspended from the Club. If the member is proven guilty of such undertaking he/she shall be permanently dismissed from the Club. Further action may be taken, if deemed necessary by the Board of Directors.

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