

Notice of proposed By Law Changes AGM 2023

9. Board Positions

9.2 Board Positions: The Board shall consist of the following;

a) ~~Past President – (immediate)~~b

Proposed change to 9.2 a)

9.2 Board Positions: The Board shall consist of the following:

a) Past President - (immediate)1 year term

Rationale for change: Change to the amount of years past president can sit on the Board. This benefits the organization and allows the past president to stay on the board and mentor the new president.

9.5 (d) > Addition

(d) Suspension

While only the Members may remove a Director elected to the Board under 9.5(a) above, prior to the end of his/her term, the Board may, by special resolution passed at a Board meeting, suspend a Director from attending and voting at Board meetings. Suspensions may be as a result of the failure to adequately perform the duties required of their position, and/or actions deemed detrimental to the association and its members, and/or violations of the EMHA Code of Conduct. A replacement for the suspended member may be appointed to fulfill the duties of the position for the remainder of the year, but the appointed will not have voting rights on the board of directors.

Suspended members may be removed permanently via a resolution covered under 9.5a above, and any vacant position at the AGM will be elected through the normal election process covered in section 9.

Rationale: Allows the board to temporarily suspend a director if they are not fulfilling the Minimum requirements of their position, or not acting in the best interest of the association, and such actions cause unnecessary harm to the association and/or its members.

11. Officers and Responsibilities

11.7 – (see below)

Proposed change to 11.7 (Board supported)

All duties, responsibilities, mandates, policies, and procedures will be established and maintained as required by the board and will be recorded as policies and procedures of EMHA contained within our Rules of Operation. Access to these Rules of Operation is made available to all members of EMHA.

Additions, changes, corrections etc., to the Rules of Operation of EMHA can be requested by any member of the association. Requests must be in writing to the president of EMHA. Requests will be addressed at the board meeting and if further development is required then the request will be forwarded to the appropriate mandated sub-committee, defined in the constitution, by-laws, and rules of operation of EMHA.

Rational for change: Redundancy as the Rules of operation covers the same topic

~~11.7 Responsibilities of Directors:~~

~~a) President (Officer): The President shall~~

~~i. Represent the Association in the Community;~~

~~ii. Act as Chair of the Board, the Executive Committee, and at all Meetings of the Membership;~~

~~iii. Exercise general supervision of the Association in accordance with Policies Determined by the Board;~~

~~iv. To establish such committees other than the standing committees as may be deemed necessary to assist in the organization and operation of the Association.~~

~~v. Report regularly to the Board on matters of interest;~~

~~vi. Delegate tasks as necessary (ie maintenance of EMHA web-site).~~

~~vii. To serve as an ex-officio Chairperson, or as an ex-officio member of all committees~~

~~b) Vice President: The Vice-President shall assume the duties of the President in the absence for any reason of the President;~~

~~c) Treasurer (Officer): The Treasurer shall~~

~~i. Ensure adherence to and implementation of financial Policies in the financial administration of the Association;~~

~~ii. Ensure the submission of the books of account to a bookkeeper for an independent review or audit at the end of the fiscal year, which will be completed at the end of the treasurer's term.~~

~~iii. Present a Report of the bookkeeper from the previous year and a projected financial position for the current year to the Membership at the Annual General Meeting;~~

~~v. Evaluate, review and recommend financial policy to the Executive Committee and to the Board;~~

~~vi. Chair the Budget Committee;~~

~~vi. Prepare and present a financial statement at each monthly Board meeting.~~

~~vii. Receive all monies of the Association and deposit same in a chartered bank approved by the Board.~~

~~viii. Maintain books and accounts covering financial records of the association.~~

~~ix. Pay all accounts authorized by the Board.~~

~~x. Ensure that all necessary and appropriate insurance has been purchased;~~

~~xi. Carry out duties assigned by the Board, the Executive Committee or the President.~~

~~d) Secretary (Officer): The Secretary shall~~

- ~~i. Record or delegate the recording of the minutes of General Meetings of the Membership, Board Meetings and Executive Committee Meetings and ensure that Association records are regularly and properly kept and all business is conducted in accordance with any applicable statute or law, the Letters Patent and By-laws and the Policies and procedures established by the Board or by the Membership;~~
- ~~ii. Ensure the proper custody of the Association's corporate seal, corporate minutes and resolutions and other corporate records and documents;~~
- ~~iii. Be responsible for receiving and distributing all correspondence received or sent by the Association and all communications within the Association;~~
- ~~v. Recommend policy to the Board regarding internal and external communications of the Association;~~
- ~~vi. Conduct all polls votes when necessary upon request of the President. Polls should be restricted to crucial time sensitive situations and will be reviewed at the next Board meeting at which time the motion will be duly moved, seconded and a new vote taken.~~
- ~~vii. Compile a list of Executive Board member's names, addresses and phone numbers for insurance purposes.~~
- ~~viii. Carry out duties as assigned by the Board, the Executive Committee or the President.~~

~~e) Past President (Officer): The Past President shall~~

- ~~i. Serve not less than a one-year term on the Board after completion of term as President.~~
- ~~ii. Chair the amendments and elections portion at the Annual General Meeting and to chair the Nominations and Elections Committee;~~
- ~~iii. Assist the President in enforcing the by-laws and the Policies and procedures established by the Board or by the Membership.~~
- ~~iv. Act as the EMHA representative to 'AAA' zone executive committee;~~
- ~~v. Chair special committees or conduct specific projects as directed by the Board of Directors;~~
- ~~vi. Be available to assist any Director requiring assistance in the completion of his or her functions;~~
- ~~vii. Carry out other duties as assigned by the Board, Executive Committee, or the President.~~

~~f) Sponsors/Publicity Manager (Director): The Sponsors/Publicity Manager shall~~

- ~~i. Encourage all teams to supply the media with the name of team sponsor and results of their games.~~
- ~~ii. Assist in the advertising and operations of special events as directed by the Board.~~
- ~~iii. Arrange for all teams to have their photographs taken.~~
- ~~iv. Acquire sponsors as per the decisions of the Board.~~

- ~~v. Work closely with the Equipment Manager in ensuring that all the required sponsor information is applied to sweaters.~~
- ~~vi. Ensure sponsors receive their schedule of events and their team picture or plaque;~~
- ~~vii. Attempt to improve the Associations' public image and maintain adequate liaison and public relations between the Association and its sponsors.~~
- ~~viii. Carry out duties as assigned by the Board, the Executive Committee or the President.~~

~~g) Director - Game Day Operations: The Director - Game Day Operations shall~~

- ~~i. Appointment of the following staff positions
 - ~~o Scheduler of Referees~~
 - ~~o Scheduler of Timekeepers~~
 - ~~o Scheduler of Gatekeepers~~
 - ~~o Scheduler of Ice Time~~~~
- ~~ii. Act as liaison between executive and the following staff
 - ~~o Scheduler of Referees & Referees~~
 - ~~o Scheduler of Timekeepers & Timekeepers~~
 - ~~o Scheduler of Gatekeepers & Gatekeepers~~
 - ~~o Scheduler of Ice Time~~~~
- ~~iii. Duties related to Referees
 - ~~o Actively recruit officials~~
 - ~~o Act as liaison with OMHA to support the training & advancement of officials~~
 - ~~o Develop fee structure~~~~
- ~~iv. Duties related to Timekeepers
 - ~~o Actively recruit timekeepers~~
 - ~~o Adequately train timekeepers~~
 - ~~o Develop fee structure~~~~
- ~~v. Duties related to Gatekeepers
 - ~~o Actively recruit gatekeepers~~
 - ~~o Adequately train gatekeepers~~
 - ~~o Develop fee structure~~~~
- ~~vi. Duties related to Scheduler of Ice Time
 - ~~o Actively recruit Ice Time Schedulers~~
 - ~~o Adequately train Ice Time Schedulers~~
 - ~~o Develop fee structure~~~~
- ~~vii. Report to executive appropriately on matters within his/her purview.~~
- ~~viii. Liaise with Springwater Township with regards to ice time, its availability, and cost.~~

~~h) Registrar (Director): The Registrar shall~~

- ~~i. Act as the Privacy Officer for EMHA.~~
- ~~ii. Be responsible for the set-up and implementation of registration;~~

- iii. Maintain active lists recording the number of players, their names and addresses and phone numbers in each age classification
- iv. Collect all players' fees and forward same to the Treasurer.
- v. Compile and maintain the membership list referred to in section 6.2;
- vi. Carry out other duties as assigned by the Board, Executive Committee, or the President.
- vii. Complete team rosters for all Representatives and Local League teams with supporting documentation which will be submitted to the appropriate OMHA official.

i) Technical Director (Head Coach): The Technical Director shall

- i. For purposes of establishing, implementing and evaluating on ice and off ice technical development programs liaison with the Local League Convenor and the OMHA/ Georgian Bay Convenor;
- ii. Recruit and train volunteers for team officials to perform the functions required for technical development under the direction of the Board of Directors;
- iii. Organize and assist in coaching certification and trainer clinics;
- iv. Provide and update procedural manuals for team officials;
- v. Provide temporary team officials when required.
- vi. Liaison with the Director – Game Day Operations
- vii. Liaison with the OMHA concerning the coach mentor program;
- viii. Implement and enforce all OMHA Risk Management Programs.
- ix. Establish and maintain procedures with respect to clearance of all volunteers required to complete a police report.
- x. Carry out other duties as assigned by the Board, Executive Committee, or the President.

j) Local League Convenor (Director): The Local League Convenor shall

- i. Be responsible for the operation of the Association's Local League teams;
- ii. Prepare and report to the Board local and house league operations;
- iii. Act as liaison between the Board and the Local League teams;
- iv. Attend all Georgian Bay Triangle Local League meetings for the EMHA or have an alternate Board member attend these meetings.
- v. Ensure that all Local League team officials are kept up-to-date on policy and procedures that may affect them from the Local League.
- vi. Establish such committees as may be necessary to assist in the organization and operation of the Local League teams.
- vii. Carry out other duties as assigned by the Board, Executive Committee, or the President.

k) OMHA/Georgian Bay Convenor (Director): The OMHA/Georgian Bay Convenor

- i. Prepare and report to the Board Representative hockey league operations;
- ii. Be responsible for the operation of the Association's OMHA representative teams and Ice Scheduler.

- iii. Act as liaison between the Board and the OMHA and the OMHA representative teams and the ice scheduler.
- iv. Attend all OMHA Georgian Bay meetings for the EMHA or have an alternate Board member attend these meetings.
- v. Establish such committees as may be necessary to assist in the organization and operation of the OMHA representative teams.
- vi. Be responsible for the assigning of ice times for all representative teams;
- vii. Ensure that all Representative team officials are kept up-to-date on policy and procedures that may affect them from the representative league.
- viii. Carry out other duties as assigned by the Board, Executive Committee, or the President.

l) Equipment Manager (Director): The Equipment Manager shall

- i. Be responsible for the care and repair of all equipment used by the EMHA;
- ii. Acquire adequate supplies of equipment for use in the Local League and Representative systems;
- iii. Keep a written record itemizing the equipment available, its location and condition;
- iv. Ensure that all team sweaters have the required sponsor name applied;
- v. Carry out other duties as assigned by the Board, Executive Committee, or the President

m) Fundraising Manager (Director): The Fundraising Manager shall

- i. Review ways and means of raising sufficient funds to enable the Association to operate efficiently;
- ii. Establish such committees as may be necessary to assist in organizing and operating various projects;
- iii. Submit a written report to the Board on each said project and a financial report at the end of each project;
- iv. Collect and submit a written report to the Board for each individual team fundraising projects requests for approval and financial report at the end of each project;
- v. Carry out other duties as assigned by the Board, Executive Committee, or the President.

n) Tournament Manager (Director): The Tournament Manager shall

- i. Be responsible for organizing and administrating any tournaments undertaken by the Association;
- ii. Act as the liaison between the Board of EMHA and the OMHA to ensure sanctioned tournaments meet and follow organizations regulations for operation;
- iii. Establish such committees as may be necessary to organize and administrate any and all tournaments which the Association may decide to undertake and to submit the make-up of such committees to the Board; Submit a written financial statement of each tournament to the board;

~~_____ iv. Carry out other duties as assigned by the Board, Executive Committee,
_____ for the President.~~

~~_____ o) Volunteer Committee Manager (Director): The Volunteer Committee
_____ Manager shall~~

~~_____ i. Coordinate the volunteer hours required by the association and the
_____ members to efficiently operate the organization.~~

~~_____ ii. In conjunction with the EMHA President and secretary, be responsible
_____ for year-end awards and banquet.~~

~~_____ iii. Carryout other duties as assigned by the Board, Executive Committee or
_____ the President.~~

