

## Article 1: Name

1.1 This association shall be known as the Women's' Ringette Association of Calgary, hereafter referred to as WRAC.

## Article 2: Boundaries

2.1 The area for which WRAC is constituted shall be the city of Calgary and the surrounding municipalities.

## Article 3: Objectives and Aims

- 3.1 The objective and aims of WRAC are:
- a) to promote women's ringette.
  - b) to exercise general supervision and direction over the playing interests of its players, coaches and managers.
  - c) to formulate and administer policies beneficial to adult ringette.

## Article 4: Association Year

4.1 The year shall begin on August 1st and end on July 31st of the following year.

## Article 5: Membership

- 5.1 Subject to the approval of the current members of WRAC in good standing, also eligible for membership are persons or teams who:
- a) agree to abide by and comply with the Constitution, By-Laws and other such rules and regulations of WRAC as may be in force from time to time and;
  - b) have fully paid all fees; and
  - c) have passed on all required documentation regarding registration to the registrar.
- 5.2 Each team member is responsible for their conduct and the conduct of their fellow players at all times and must endeavor to prevent disorderly conduct before, during, and after the game, on or off the ice, any place within or around the arena(including the parking area). All Members agree to abide by the bylaws of WRAC as they exist and conduct themselves in a manner that does not jeopardize the reputation of WRAC.
- 5.3 A Member may withdraw their Membership by written notification to the WRAC Vice-President. Withdrawal of Membership shall not affect the right of the WRAC, at the discretion of the Board of Directors, to pursue payment of any monies owed to the WRAC by the Member.
- 5.4 If Member(s) are in arrears of prescribed fees for a period of 30 days from the date that such fees were assessed ,their Membership shall be automatically suspended, and they shall cease to be a Member in good standing and shall forfeit all rights, privileges and powers. One of the conditions of reinstatement shall be full payment of the arrears and such costs Associated with the arrears.
- 5.5 The Membership of any Member may upon a carried Special Resolution, be suspended or cancelled, in either case with or without conditions, for any cause which may be deemed reasonable, including any continuing breach of the Bylaws of WRAC, or for conduct which jeopardizes the safety of fellow players or reputation of WRAC or any of its Members. A Member may appeal a suspension or cancellation of

Membership within 30 days of such decision being rendered by submitting in writing to the President, a request to appeal the decision.

- 5.6 Upon receipt of the request to appeal, the President (unless the President is the Member appealing, then the Vice-President) will form and chair an appeal committee comprised of two other elected WRAC Board Members and two appointed Association Directors. The committee will meet in person within ten days of the appeal being received and shall render a decision within five days of the meeting. The committee will immediately inform the Board of Directors and the appellant of the decision. A successful appeal shall result in the automatic reinstatement of the Member.

#### Article 6: General Meetings

- 6.1 WRAC shall hold one (1) general meeting during the year, designated The Annual General Meeting, to be held no later than September 30th. The association must provide a minimum of one week's notice of said meeting to each team.
- 6.2 Additional general meetings may be called by the Executive in which case less than one week's notice may be given.
- 6.3 A quorum for each general meeting shall be fifty percent of the teams, plus one team.
- 6.4 Motions will be passed by a simple majority, is defined as a minimum of 50 percent of the votes, plus one vote.

#### Article 7: Executive Meetings.

- 7.1 The executive shall meet as required.
- 7.2 A quorum shall consist of four (4) Executive members.

#### Article 8: Officers (Executive)

- 8.1 Officers shall be elected to the Executive by the members of WRAC present at the Annual General Meeting.
- 8.2 The officers of WRAC shall be the President, Vice President, Treasurer, Referee Coordinator and the Past President.
- 8.3 Members of the Executive shall be from different teams.
- 8.4 All board members will serve a minimum term of two (2) years. Any board member can choose to extend their service in two (2) year increments, unless another WRAC member is nominated at the Annual General Meeting, in which case a vote will be held.
- 8.5 The term of the President and the Vice President cannot end in the same year.
- 8.6 The Past President will serve for one (1) term.
- 8.7 Nominations shall be accepted from the floor at the Annual General Meeting..

- 8.8 The Executive may fill by appointment any executive position still vacant prior to the end of the Annual General Meeting.

#### Article 9: Duties of the Executive Members

- 9.1 President:
- a) shall be chief executive officer
  - b) shall preside at all meetings
  - c) shall issue the call for all meetings and shall prepare the agenda for such meetings.
  - d) shall call for regular reports
  - e) shall oversee elections
  - f) shall exercise the power and authority of the executive in the case of an emergency; all such decisions shall be reviewed at the next Executive Meeting or by phone.
  - g) shall vote only in the event of a tie and then shall cast the deciding vote.
  - h) shall oversee the Grievance/Disciplinary Committee.
- 9.2 Vice-President:
- a) shall perform the duties of the President in the absence of or at the request of the President.
  - b) shall oversee the functioning of such committees as the executive may designate.
  - c) shall act as WRAC Registrar - collect registration forms and monies from each team that is a member of WRAC and forward such to Ringette Calgary and Ringette Alberta as required.
  - d) shall keep a membership list.
- 9.3 Referee Coordinator:
- a) shall record the minutes of all meetings.
  - b) shall act as a liaison between WRAC teams and Ringette Calgary referee assignor.
  - c) shall inform Ringette Calgary referee assignor of any issues that arise
  - d) shall adjust referee billing discrepancy for all WRAC teams should they not be provided with a referee when scheduled
  - e) shall distribute the resolutions of the Annual General Meeting to the members.
  - f) shall maintain and keep custody of the records of WRAC.
  - g) shall maintain team representative and executive list
- 9.4 Treasurer:
- a) shall receive all monies and deposit them in the banking institution approved by the Executive.
  - b) shall pay out monies only as approved by the Executive.
  - c) shall pay by cheque countersigned by approved officers.
  - d) shall report on the financial position at each meeting.
  - e) shall prepare a budget for the association year.
  - f) shall present a financial statement at the Annual General Meeting for the year ended.
- 9.4 Registrar:
- a) shall collect registration forms and monies from each team that is a member of WRAC and forward such to Ringette Calgary and to Ringette Alberta as required.
  - b) shall keep a membership list.

#### Article 10: Amendments

- 10.1 The Constitution of WRAC may be amended in the following manner:
- a) with two (2) weeks notice of the proposed amendment filed with the President or Vice President and;
  - b) with one (1) weeks notice to the team representatives and at a General Meeting; and
  - c) with a quorum and assent of a simple majority.

- 10.2 The By-Laws and Regulation of WRAC may be amended in the following manner:
- a) at a General Meeting
  - b) with a quorum and assent of a simple majority.

Article 11: Governing Rules

- 11.1 The governing rules of WRAC shall be the Women's Ringette Association of Calgary By-Laws and Regulations.