

SEA TO SKY WOMEN'S SOCCER ASSOCIATION

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SOCIETY ACT

CONSTITUTION

- 1) The name of the Society is the SEA TO SKY WOMEN'S SOCCER ASSOCIATION.
- 2) The purposes of the Society, hereinafter called the League are:
 - (a) to provide fun, develop fitness and promote friendship for women over the age of seventeen (17) through the game of soccer;
 - (b) to promote player safety, courtesy and fairness in a non-competitive environment;
 - (c) to safeguard the interests of teams comprising the League; and
 - (d) to facilitate active participation for all women involved in the game of soccer.
- 3) The purposes and activities of the League shall be carried out without purpose of gain for its members and any income, profits or other accretions to the League shall be used in promoting the purposes of the League.
- 4) In the event of winding up or dissolution of the League, any funds and assets of the League remaining after the satisfaction of its debts and liabilities, shall be given or transferred to such organizations promoting the same purposes of the Society, as may be determined by the members of the League at the time of winding up or dissolution. In the event that the foregoing provisions cannot be effected then such funds shall be given or transferred to some other organizations, provided that such organizations referred to in this article shall be a charitable organization, a charitable corporation, or a charitable trust recognized by the Department of National Revenue of Canada as being qualified as such under the provisions of the Income Tax Act of Canada from time to time in effect.
- 5) Articles 3, 4 and 5 of this constitution are unalterable in accordance with section 22 of the Societies Act.

BYLAWS

PART 1 – INTERPRETATION

- 1.1 In these bylaws, unless the context otherwise requires:
 - (a) "clear majority" means sixty-six (66) percent of the votes of those members who, being entitled to do so, vote at a meeting of the League or the Executive when a clear majority is called for;
 - (b) "Directors" means the elected Directors of the League for the time being;
 - (c) "fiscal year" means from January 1st in any calendar year to December 31st in the next calendar year;
 - (d) "in good standing" means League members who are fully registered and teams which have no fines outstanding;

- (e) "League" means the; Sea to Sky Women's Soccer Association;
- (f) "League team" means a team which is fully registered with and recognized as a League team by the League in Schedule B to the Operating Rules and Policies;
- (g) "Members at Large" means Team Managers representing teams which do not have a member who is a Director;
- (h) "registered address" of a member means the address as recorded in the register of members;
- (i) "Society Act" means the Society Act of the Province of British Columbia from time to time in force and all amendments to it; and
- (j) "special resolution" means a resolution passed by a majority of not less than seventy-five (75) percent of the votes of those members who, being entitled to do so, vote at a general meeting of the League of which notice specifying the intention to propose the resolution as a special resolution has been given.

1.2 The definitions in the Society Act on the date these Bylaws become effective apply to these Bylaws.

PART 2 – MEMBERSHIP

2.1

- (a) To be eligible to register on a League team roster a woman must be a minimum of seventeen (17) years of age or become seventeen (17) years of age during the playing season in which she is first registered on a League team roster.
- (b) All women joining the League must be residents of the Sea to Sky Corridor to register, to be placed on a team and to qualify for the League waiting list.

2.2

- (a) Any woman who is registered as a member on a League team roster for the season preceding the annual general meeting is a voting member of the League.
- (b) To remain in good standing, it shall be the duty of each member to complete the registration forms for each season and pay, when due, fees for the current season in which she is playing.

2.3 A woman shall cease to be a member:

- (a) by notifying the Registrar of the League in writing;
- (b) on having been a member not in good standing for twelve (12) consecutive months;
- (c) on having her membership terminated as set out in bylaw 2.6 hereof; or
- (d) after having taken the maximum allowable leave as set out in bylaw 2.5.

2.4 A member may take a leave for reasons of illness, injury, pregnancy or special circumstances approved by the Directors of up to twelve consecutive months. During this twelve (12) month period of leave she maintains full membership privileges, as applicable.

2.5 (a) The League may, by written notice, terminate the membership of a member for acting contrary to the Constitution, Bylaws or Operating Rules and Policies of the League.

(b) Termination of the membership of a member must be approved by a clear majority vote of the Directors and the vote duly recorded in the League's records.

(c) The Directors shall give to the individual affected reasons for its actions.

(d) The individual shall have the right of appeal to the Directors.

(e) All members who have had their membership terminated forfeit all fees paid and are not entitled to any refund.

2.6 The Registrar of the League shall keep a register of members which shall contain for each member her full name, birth date and address. The Registrar shall maintain a record of the date on which a woman became a member and the date on which she ceased to be a member.

PART 3 – MEETINGS OF MEMBERS

3.1 The annual general meeting of the League shall be held at least once in every calendar year, preferably in January, and not more than fifteen months after the holding of the last preceding annual general meeting, at the time and place, in accordance with the Society Act that the Directors determine.

3.2 (a) Special general meetings may be called by the Executive or at the written request (such request specifying the purpose of the meeting) of a clear majority of the teams in good standing in the League.

(b) The written request from the teams must be sent to the President of the League and the special meeting so requested must be convened no later than sixty (60) days after receipt of the request.

3.3(a) A minimum of twenty-one (21) days written notice of any special or annual general meeting shall be given to each team representative on the League Directors.

(b) Such notice shall specify the place, date and time of the meeting, and in the case of special business, the general nature of that business.

3.4 The accidental omission to give notice to or the non-receipt of the notice of a meeting shall not invalidate proceedings at that meeting.

PART 4 – PROCEEDINGS AT MEETINGS OF MEMBERS

4.1 (a) A member in good standing present at a meeting of members is entitled to one vote. Voting by proxy is not permitted.

(b) Voting shall be by a show of hands unless a written ballot is specifically requested by a member.

4.2 (a) A quorum shall be 8 members of the League membership.

(b) No business, other than the election of a Chair and the adjournment or termination of the meeting shall be conducted at any general or special meeting of the League members if a quorum is not present.

4.3 If within thirty (30) minutes of a time appointed for a membership meeting a quorum is not present, the meeting, if convened by a written request of a majority of League teams, shall be terminated; but, in any other case, it shall stand adjourned to a suitable date within the next thirty (30) days at the same time and place, if possible, and if, at the adjourned meeting a quorum is not present within thirty (30) minutes from the time appointed for the meeting, the members present constitute a quorum.

4.4 The business of the annual general meeting shall include, but not be limited to:

- (a) the financial statements for the preceding fiscal year,
- (b) the proposed budget for the current fiscal year,
- (c) the reports of the Directors, Team Managers, and Executive, if any,
- (d) the election of the Directors, and
- (e) the tabling of the Operating Rules and Policies of the League with any addition(s) or amendment(s) made by the Executive since the last annual general meeting.

4.5 (a) The President of the League, the Secretary, or in the absence of both, one of the other Directors present, shall preside as Chair of a general meeting unless a facilitator has been appointed by the Directors.

(b) If at a general meeting there is no President, Secretary or other Director present within 15 minutes after the time appointed for the meeting or none of them is willing to act as Chair, the members present shall choose one of their number to be Chair.

4.6 Any addition(s) or amendment(s) to the League Bylaws, Operating Rules and Policies and other business not included in bylaw 4.4 for which a formal vote is to be taken must be included in the notice of the meeting.

4.7 The formal voting at a special general meeting shall be solely for the purpose for which the meeting was called and for which notice was given and no other topic shall be presented for a formal vote.

- 4.8 (a) Except where otherwise provided herein, matters to be voted on at any general or special meeting shall be decided by a simple majority of the votes.
(b) Any amendment(s) or addition(s) to the Operating Rules and Policies to be voted on at any general or special meeting shall be decided by a clear majority of the votes.

4.9 Coaches and assistant coaches of League teams and guests invited by the Directors may attend general meetings of the League but will not have any voting privileges.

4.10 Any matter, order or procedure respecting membership meetings for which express provision has not been made, shall be determined, where possible, in accordance with the attached schedule A.

PART 5 – DIRECTORS & EXECUTIVE

5.1 The Directors shall be comprised of:

- (a) The President,
- (b) The Secretary,
- (c) The Treasurer,
- (d) The Scheduler/Field Manager,
- (e) The Registrar,
- (f) The Equipment Manager,
- (g) The Uniform Manager,
- (h) A Head Coach,
- (i) Team Managers.

5.2

- (a) The Directors shall be elected at the general meeting for a term of two years.
- (b) All Directors are eligible for re-election.
- (c) Women nominated for election as Directors must be present at the meeting or have provided a written consent to the nomination.
- (d) The Directors shall be members in good standing of the League.

5.3 A Director may be removed from office by a special resolution of the membership or by a motion supported by seventy-five (75) percent of the League teams in good standing as represented by the Directors.

5.4 The Directors shall be responsible for the day-to-day management of the affairs of the League and for carrying out the instructions of the Executive.

5.5

- (a) The Directors shall meet as often as necessary to carry out their duties at the call of the President or any two (2) Directors.

(b) A quorum shall be three (3) Directors and no business shall be transacted at any Directors' meeting unless a quorum is present.

(c) Matters arising at any Directors' meeting shall be decided by a majority of the votes.

5.6 Any vacancies which may occur on the board of Directors by reason of resignation or other shall remain vacant until the next appropriate general meeting of the League and the duties of that Director will be temporarily taken over by the Secretary or Past President. The team represented by the Director whose position has been vacated will be notified and asked to appoint a Member at Large to the Directors.

5.7 The Executive shall be comprised of:

- (a) The President,
- (b) The Secretary,
- (c) The Treasurer,
- (d) The Past President.

5.8 The Executive shall be responsible for all policy decisions for the League and shall enforce the Constitution, these Bylaws and the Operating Rules and Policies of the League and rule on all points not explicitly provided for in such documents.

5.9 The Executive shall conduct the financial affairs of the League.

5.10 The Executive may, at its discretion, delegate the Directors or the President to make such decisions on behalf of the Executive as may be necessary from time to time.

5.11 No Teams can change a policy or rule without first presenting, in writing, their arguments at the annual general meeting. After discussion, this change will be voted on at the general meeting.

5.12 No rule made by the League in general meeting invalidates a prior act of the Executive that would have been valid if that rule had not been made.

5.13

(a) The Directors may delegate any, but not all of their powers to committees consisting of any League members in good standing and officials as the Executive thinks fit.

(b) A committee must report on their progress to the Directors.

5.14 No Directors shall be reimbursed for being or acting as a member of the Directors but such member shall be reimbursed for all expenses necessarily and reasonably incurred by her while engaged in the affairs of the League.

5.15 The Directors shall have the power to call on any team or players to produce any books, letters, documents or other evidence relating to financial matters the Executive may desire when a complaint is made.

5.16 The Directors shall decide the size and membership of each team and League as a whole as they see fit.

5.17 A Team Manager may be required to vacate her position by a motion supported by seventy-five (75) percent of the League teams as represented by the Directors. The team represented by the Team Manager whose position has been vacated will be notified and asked to appoint a new Team Manager to the Directors.

5.18 The Directors shall have the discretionary power to determine whether game schedules are to be played, replayed or cancelled.

PART 6 – PROCEEDINGS AT THE MEETINGS OF THE EXECUTIVE

6.1 An Executive meeting shall be called:

- (a) A minimum of four (4) times per year at the request of the President, and as often as necessary to carry out the Executive's duties; and
- (b) Upon the request to the President of not less than thirty (30) percent of the Directors and such meetings shall be called not more than twenty-one (21) days after the date the request has been received.

6.2 Notice of an Executive meeting, together with an agenda of the business to be transacted, shall be given to all members of the Executive at least seven (7) days prior to the date of the meeting.

6.3 A quorum shall be sixty-six (66) percent of the voting Executive members present in person. No meeting shall begin unless a quorum is present. If at any time during an Executive meeting there ceases to be a quorum present, business then in progress may continue.

6.4 Matters arising at any Executive meeting shall be decided by a simple majority of the votes.

6.5 Any League member or official wishing to attend a meeting of the Directors or of the Executive must first obtain the permission of that body.

6.6

- (a) An Executive member may appoint a Director to attend a meeting of the Executive in her place and stead and such person shall have the same right to attend and vote on all matters presented at that meeting as the Executive member.
- (b) The rights and powers of the person so appointed shall not extend beyond the meeting so attended.

(c) An Executive member should make an effort to appoint an alternate to no more than two regularly scheduled Executive meetings in a fiscal year.

PART 7 – DUTIES OF THE OFFICERS

7.1 The President shall:

- (a) exercise a general supervision over the Executive and the affairs of the League;
- (b) be a signing officer of the League;
- (c) preside or appoint an alternate to preside over all meetings of the League, the Executive and the Directors;
- (d) be an ex-officio member of any committee the Executive deems necessary;
- (e) draft all correspondence on behalf of the League with the approval of the Directors; and
- (c) handle all insurance matters.

7.2 The Scheduler/Field Manager shall:

- (a) draw up a schedule of League games for the spring season;
- (b) obtain all necessary field permits for regular League games, rescheduled games, practice fields and exhibition games among League teams;
- (c) supply each team at the start of each season with a copy of the season's schedule and copies of all field permits;
- (d) e-mail each team representative each Friday to notify each team of field closures and any changes in fields for games;
- (e) obtain updated field permits as required from time to time;
- (f) reschedule League games whenever possible; and

7.3 The Secretary shall:

- (a) assist the President in carrying out her duties;
- (b) perform all the President's functions and activities in the President's absence or in the event of the resignation of the President;
- (c) provide notice of all meetings to persons entitled thereto;
- (d) provide an agenda for Executive & Directors meetings to persons entitled thereto;
- (e) keep minutes of all Director, Executive and membership meetings and circulate copies to all Directors and Executive as soon as possible thereafter;
- (d) be responsible for maintaining the records of the League;
- (e) receive, maintain and have available for circulation at the meetings of the League all correspondence of the League; and
- (f) work with the President to coordinate and host the annual general meeting.

7.4 The **Treasurer** shall:

- (a) receive and have charge of all monies of the League;
- (b) deposit all monies in a bank or financial institution approved by the Executive;
- (c) ensure that correct accounts of all the League's finances are kept;
- (d) prepare an annual financial report for presentation to the Directors and membership;
- (e) forward a copy of the annual financial statement to each member of the Directors fourteen (14) days prior to each annual general meeting; and
- (f) be a signing officer of the League.

7.5 The **Registrar** shall:

- (a) be responsible for all player registration;
- (b) ensure that each player has submitted duly completed registration forms, the correct fee and membership cards where applicable;
- (c) ensure that each League team has the required minimum number of players, if any, registered on or before the final registration date of the season;
- (d) maintain the League waiting list and ensure that new players are drawn from the list in accordance with the Operating Rules and Policies; and
- (g) maintain the register of members referred to in bylaw 2.5 hereof.

7.6 The **Past President** shall:

- (a) help make a smooth transition between presidents;
- (b) act as a consultant and advisor to the President; and
- (c) attend all meetings of the Executive in a non-voting capacity to offer guidance.

7.7 The **Equipment Manager** shall:

- (a) review the equipment needs of the League;
- (b) provide a report to the Directors at the beginning of each season recommending equipment to be purchased and the cost thereof; and
- (c) make equipment purchases approved by the Executive and deliver them to the teams.

7.8 The **Uniform Manager** shall:

- (a) review the uniform needs of the League;
- (b) provide a report to the Directors at the beginning of each season recommending uniforms to be purchased and the cost thereof; and
- (c) make uniform purchases approved by the Executive and deliver them to the teams.

PART 8 – FINANCES

8.1 The fiscal year of the League shall commence on January 1st of each year and end on the last day of December of that year.

8.2 All funds of the League shall be on deposit in a Bank or financial establishment registered under the Bank Act.

8.3 Signing officers of the League shall be any one of either the President, or the Treasurer.

8.4 A budget and tentative plan of expenditures shall be drawn up by the Directors and presented for approval at the annual meeting each year.

8.5 Any changes or additions to the budget and plan of expenditures approved by the membership in general meeting in an amount exceeding two hundred & fifty (\$250) dollars shall be first approved by the Directors or Executive.

8.6

(a) Any monies budgeted for or allotted or granted to a committee or to a member of the Directors with respect to a particular function or special event must be accounted for in full with details of revenues, if any, and expenditures given to the Treasurer.

(b) Any amount so budgeted, granted or allotted may not be exceeded without the express approval of the Directors.

8.7

(a) The members may request an audit of the financial records of the League at any general meeting by a special resolution whereupon an independent auditor will be appointed by the Executive.

(b) The auditor shall then be given access to the books and accounts of the League. The auditor's report shall be provided to each member of the Executive as soon as reasonably possible after its completion and tabled at the next annual general meeting.

PART 9 – DISCIPLINE

9.1

(a) Upon her appointment, the Chair of the Discipline Committee shall select two (2) other members in good standing to form a Discipline Committee.

(b) The members of the Discipline Committee shall be from three (3) different communities

(c) Referee report compiled by Coach/Asst. Coach from each team after every game must be submitted to the Discipline Committee, no later than 6 days after the game.

9.2 Meetings of the Discipline Committee shall be called from time to time by the Chair as required to review referee reports, if any, to discuss discipline matters raised by the Directors, to review reports of misconduct or to review the issuance of yellow and/or red cards.

9.3 Subject to 9.4 and 9.5 hereof, penalties will be applied as follows:

(a) Two (2) yellow cards:

One (1) game suspension.

(b) Each succeeding yellow card:

One (1) game suspension per successive yellow card.

(c) One (1) red card:

Two (2) game suspension.

(d) A red card for violent conduct or serious foul play:

One (1) year suspension from the League from the date the red card is issued.

9.4 A player who is subject to any of the penalties referred to in 9.3 hereof may request a hearing of the Discipline Committee to review the penalty by so advising the Chair as soon as practicable after the game in which the card was issued.

9.5 If the issuance of a yellow card is accompanied by a referee's report advising that the said yellow card is not to be the subject of any penalty or disciplinary action then the said yellow card may not be counted in 9.3 hereof.

9.6 A written report alleging either dangerously aggressive play or unsportsmanlike conduct on the part of another player or team must be submitted to the Discipline Chair within 6 days of the alleged misconduct and be signed by the aggrieved team, group or player.

9.7 A Discipline hearing will be convened by the Chair if:

(a) a request is received pursuant to 9.4 hereof;

(b) a written report is received from a referee regarding a player or team alleging overly aggressive play or unsportsmanlike conduct;

(c) a written report is received pursuant to 9.6 hereof, and after an informal review of the matter by the Discipline Committee, the Committee determines that a hearing is advisable; or

(d) a player receives a card that would result in a game suspension.

9.8 The party whose conduct is the subject of a hearing shall:

(a) be notified that a hearing is to be held as soon as possible after receipt of the report by the Chair;

(b) be notified of the full nature of the complaint prior to the hearing; and

(c) have the right to appear at the hearing with her team captain or another player from her team.

9.9 Every effort must be made by the Chair to schedule a hearing at a time when the party whose conduct has been reported is able to attend. In the event a person is unwilling to attend a hearing, the hearing may be held in her absence and, prior to the scheduled date, she may submit her case in writing to the Discipline Committee for their consideration.

9.10 A decision of the Discipline Committee shall be made within ten (10) days of the date of the hearing. The party who was the subject of the hearing will be notified of the decision in writing.

9.11 Players and/or officials reported for misconduct shall be allowed to continue to participate in all soccer activities until their case is heard unless they are subject to a red card suspension.

9.12 An appeal of a decision of the Discipline Committee can be made to the Executive in writing stating the nature of the appeal.

9.13

(a) In the event that the Chair or any player or official from her team roster is the subject of a report or action to be considered by the Discipline Committee, the Directors shall appoint a Chair to act in her place and stead to consider such matter.

(b) In the event that any person appointed by the Chair to sit on the Discipline Committee, or any player or official from such person's team roster is the subject of a report or action to be considered by the Discipline Committee, the Chair will appoint a player from another team to act in her place and stead to consider such matter, if warranted.

9.14 Any discipline matters, other than player discipline, shall also be referred to the Discipline Committee and shall, to the extent possible, follow the guidelines set out in this Bylaw 9.

9.15 In the event that there may be a perceived conflict of interest on the Discipline Committee, the Directors will have the authority to approve and/or select the members of the Discipline Committee.

PART 10 – ORGANIZATION OF THE LEAGUE

10.1 Each League team shall have a League representative who shall be either a Director or a Team Manger and will be the liaison between the team and the Directors.

10.2

(a) The League shall forward all notices to and communicate to the team through the team's representative.

(b) If for any reason the League is unable to communicate to the team through the team's Directors representative, the League shall communicate to the team through the team's captain until such time as a new representative to the Director is appointed by the team.

(c) Failure by the team representative or captain to communicate League matters to the team shall not be deemed as failure by the League to meet notice requirements.

10.3

(a) The Operating Rules and Policies of the League will be written and presented to a general meeting of the membership.

(b) The Directors shall have the power to make further rules and policies for all matters not previously provided for and may make amendments to the Operating Rules and Policies at any time and from time to time throughout the year but all such new rules and policies and all amendments must be presented at the annual general meeting and approved by a clear majority vote of the membership.

(c) New rules and policies and amendments must be set out in the notice of the annual general meeting.

PART 11 – SPECIAL LEAGUE RULES

11.1 All games are played under FIFA rules with the following amendments:

(a) slide tackling is forbidden – any slide tackling will result in a yellow card;and

(b) direct contact with, or dangerous play directed at the goalie is forbidden and will result in a yellow card.

11.2 League standings (wins or losses) will not be recorded by the League.

11.3 A regular or rescheduled game must be played if each team is able to field a minimum of eight (8) players.

OPERATING RULES AND POLICIES

A Interpretation

A.1 The definitions in the Bylaws apply to these Operating Rules and Policies.

B Players

B.1 To be eligible for membership, a woman must be a minimum of seventeen (17) years of age, or will reach seventeen (17) during the season in which she is playing.

B.2 Eligible new players must reside in the Sea to Sky Corridor:

B.3 To be fully registered and/or be eligible to play, all members must have forwarded fully completed registration forms as supplied by the League and the appropriate fees, when applicable, to the Registrar of the League on or before: April 30th of each year, at the discretion of the Registrar.

B.4 Former members wishing to return to their team must have made special arrangements in advance with their team and the League Registrar with the request having been approved by the League Directors. Special consideration will be given for injuries, illness or maternity leave.

B.5 Players who have not made an arrangement as per B.6 will need to place themselves on the League waiting list.

B.6 All new players must contact the Registrar before beginning practices with a team.

C League Teams

C.1 Each League team must have a minimum of 17 players for the season unless special permission is granted by the Executive.

C.2 Each team is responsible to the League for the actions of its players and officials and is required to take all precautions necessary to prevent spectators from assaulting or threatening other players or officials, before, during or after any game.

C.3 To be members in good standing all League teams must:

- (a) comply with the Bylaws, Operating Rules and Policies of the League; and
- (b) have no fines outstanding.

C.4 Each League team shall ensure that all of its players wear shin guards, soccer boots and proper uniforms with numbered jerseys, the numbers being large enough to be readily identifiable by the officials.

C.5

- (a) The home team must make available a first class game ball.
- (b) If team jersey colors conflict, the home team must wear pinnies over their numbered jerseys.

C.6 Each visiting League team must provide a back-up game ball.

C.7 Each League team shall be responsible for its own traveling arrangements including fares, hotel accommodations, meals and other expenses incurred while participating in any League game or tournament.

C.8 Team players are expected to commit to practice, home and away games to qualify for fair playing time.

C.9

(a) Each team shall provide the Registrar of the League with the name of the team captain on or before April 30th of each year or such date as specified by the Directors.

(b) The Registrar is to be notified immediately of any changes in team captain.

C.10

(a) When any matter requiring a vote of the Directors is considered by the Executive to require a consensus of the membership or an official team vote is requested by any Executive member, the team representative is required to act in good faith to inform the team members in a fair and balanced manner of the facts and background relevant to the decision and to conduct a vote of its team members.

(b) Approval of any Directors matter requires a simple majority vote of the registered team members.

(c) In the event of an equality of votes the team representative shall abstain from voting on the matter at the Directors meeting.

C.11 Any Director bringing an issue on behalf of her team to the Directors for consideration must have the support of not less than seventy-five (75) percent of her team.

C.12 Any team wishing to stage a benefit, charity or tournament using the League name must first obtain permission from the League Executive.

C.13 Teams are elected to resolve their own internal problems. However, unsportsmanlike conduct or unfair treatment that is not corrected by either an official of the team or an individual player should be brought to the League's attention.

C.14 In the case of a dispute between teams or players, legal proceedings shall be taken only as a last resort.

D Team Captains

D.1 Teams are to elect a team captain each year and inform the League Scheduler of her name and any changes in accordance with C.9 of these Operating Rules and Policies.

D.2 The team captain should take an active role in calming her teammates throughout games.

D.3 The team captain should approach the referee during the game if the game is becoming unsportsmanlike and/or players are becoming overly or dangerously aggressive.

E League Game Rules

E.1 Games will be comprised of forty-five (45) minute halves unless both teams agree to a shorter time.

E.2

(a) In the event of inclement weather, and unless notified previously by the League Scheduler, teams must attend at the field scheduled for playing the game and await the decision of the referee as to the fitness of the playing field.

(b) If the referee determines that the game should not proceed, teams must not undertake any play on the field.

E.3 Any team which defaults a game by not attending at the scheduled playing field shall be fined the full referee's fees.

E.4 Any team wishing to cancel a game must talk to the League Scheduler or substitute by telephone by 12:00 Noon on the day prior to the scheduled date of the game. Messages left on machines are not acceptable.

E.5 The League cannot be divided to accommodate different levels of play.

F Referees

F.1 Referees will be assigned and paid by the League.

F.2 A referee acceptable to both teams can be substituted when the scheduled referee fails to appear. Each team should, to the extent possible, share the responsibility for refereeing.

G. Equipment

G.1 The League owns all equipment and uniforms provided by the League.

G.2 Each team must maintain a first aid kit.

H Team Roster

H.1

(a) The Registrar will provide each team with a current team roster indicating the names, addresses and phone numbers of each registered member.

(b) The Directors will be provided with a copy of all team rosters.

(c) Any team who plays an unregistered player will be fined \$50.00.

I. Fees

I.1 The fee schedule shall be set each season by the Directors and approved by the membership at the annual general meeting.

I.2 The fee schedule for the current calendar year will be \$75.00 for the season, payable April 30th of each year.

I.3 No refund will be issued unless the withdrawal is due to illness, pregnancy or special circumstances approved by the League Registrar. No refunds will be issued after the last day of April.

I.4 Players who have NSF cheques returned from the bank will pay any bank charges incurred by the League. These players will have two (2) weeks from the date of notification by the Treasurer to submit cash for the registration fee and bank charges or their playing privileges will be revoked.

I.5 Every team must supply 2 copies of the team roster for that game.

J. Players' Pool

J.1

(a) A players' pool comprised of registered members of the League will be formed for each season.

(b) Team captains will obtain a list of the registered members of their teams who are willing to be included in the player's pool and forward such list to the League Registrar.

(c) The League Registrar will in turn form a master list for the players' pool and provide a copy of such list to each team captain.

SCHEDULE A

RULES AND GUIDELINES FOR CONDUCTING MEETINGS OF MEMBERS

The following rules and guidelines will be used to conduct general meetings of members in a fair and timely manner while covering all issues that are identified in advance. New issues brought up at a general meeting may not be fully considered if time is already fully utilized.

1. The agenda for a general meeting will be provided in accordance with bylaw 3.3 hereof.
2. Any League member eligible to vote may provide topics for the agenda.
3. All topics for discussion at the annual general meeting must be provided to the League President or League Secretary a minimum of twenty-eight (28) days in advance of the scheduled date of the meeting.
4. When a vote is to be taken in accordance with bylaws 4.6 and/or 4.8 the Chair will ask for a motion for a vote to be taken and for someone to second the motion. The vote will then be taken and the results duly recorded in the minutes of the meeting.
5. No votes will be taken for new business unless an emergency has been identified and a clear majority of those in attendance agree to the vote.
6. Any new business that is identified but not discussed will either be tabled to the first League Directors meeting following the general meeting or sent back to the teams for further discussion, as deemed appropriate.

**SCHEDULE B
RECOGNIZED LEAGUE TEAMS**

The following list recognizes the League teams eligible to elect a League Executive representative to act on their behalf. Members listed on these team rosters are eligible to vote at members meetings in accordance with Part 2 of the Bylaws hereof.

1. Squamish
2. Whistler
3. Pemberton
- 4.
- 5.
- 6.

**SCHEDULE C
FEE SCHEDULE**

Players will be charged fees as follows:
Summer Season (3rd week April to 3rd week June 2006)