

GEORGINA
GIRLS HOCKEY
ASSOCIATION



**Official Constitution of the
Georgina Girls Hockey Association (G.G.H.A.)
Rev. 1.9**



Table of Contents

| | |
|--|-----------|
| Constitution – Georgina Girls Hockey Association (G.G.H.A.) | 4 |
| Article 1 – Name and Objectives | 4 |
| Article 2 – Constitution | 4 |
| Article 3 – Membership | 4 |
| Article 4 – Executive | 5 |
| Article 5 – A.G.M. Voting Privileges | 6 |
| Article 6 – By-Laws | 6 |
| Article 7 – Playing Rules | 6 |
| Article 8 – Approved Colours | 7 |
| Schedule A – By-Laws | 7 |
| By-Law 1 – Duties of the Executive Officers | 7 |
| 1.1 President | 7 |
| 1.2 First Vice-President, Operations (VP Operations) | 7 |
| 1.3 Second Vice-President, REP (VP REP) | 8 |
| 1.4 Third Vice-President, House League (VP House League) | 8 |
| 1.5 Past President | 8 |
| 1.6 Secretary | 9 |
| 1.7 Treasurer | 9 |
| 1.8 Registrar | 9 |
| 1.9 Head Coach & Player Development | 9 |
| 1.10 Head Trainer | 10 |
| By-Law 2 – Duties of the Board of Directors | 10 |
| 2.1 Apparel, Uniform & Equipment Manager | 10 |
| 2.2 Webmaster, Social Media Administrator | 10 |
| 2.3 Fundraising Chairperson | 11 |
| 2.4 Sponsorship Manager | 11 |
| 2.5 Tournament and Mini Worlds Director | 11 |
| 2.6 Head Referee | 12 |
| 2.7 Ice Manager | 12 |
| By-Law 3 – Duties of the Team Coaches | 12 |
| By-Law 4 – Duties of the Team Trainers | 13 |
| By-Law 5 – Honorary Life Members | 13 |
| By-Law 6 – Voting Procedures and Annual General Meeting | 13 |
| By-Law 7 – Registration | 14 |
| 7.1 Eligibility | 14 |



| | |
|---------------------------------------|-----------|
| 7.2 Fee Schedules | 14 |
| By-Law 8 – General Information | 15 |
| 8.1 Play | 15 |
| 8.2 Uniform Equipment and Logo | 15 |
| 8.3 Officials | 15 |
| 8.4 Team Budgets | 16 |
| 8.5 Discipline | 16 |
| By-Law 9 – Appeals | 16 |
| Revision History | 18 |

Constitution – Georgina Girls Hockey Association (G.G.H.A.)

Article 1 – Name and Objectives

- A. This organization shall be known as the Georgina Girls' Hockey Association (G.G.H.A.).
- B. The objectives of the G.G.H.A. are to promote, govern and improve organization female hockey as an affiliate of the Ontario Women's Hockey Association (hereinafter referred to as O.W.H.A.) by authority of Hockey Canada.
- C. To foster among its members, supporters and players a general community spirit, a spirit of sportsmanship and team play.
- D. To maintain and increase the interest in the game of hockey among females.
- E. To have and exercise a general care, supervision and direction over the playing interests of its teams and players.

Article 2 – Constitution

- A. The Constitution of the G.G.H.A. shall not be altered except at an Annual General Meeting (henceforth known as A.G.M.) and notice shall be given to the secretary in writing fourteen (14) calendar days prior to the A.G.M. The proposals will then be made available to the membership to be voted on at the A.G.M. on (specified date).
- B. Amendments to the Constitution may be proposed by any member in good standing of the G.G.H.A.
- C. Amendments to the Constitution will be voted on at the A.G.M. and must be passed by a majority vote of the members in attendance.
- D. Proposed constitutional amendments must be posted on the G.G.H.A. website no less than 5 days prior to A.G.M. In addition, an e-mail must be sent to the membership indicating that the proposed constitutional amendments are available on the website, no less than 5 days prior to the A.G.M. If the G.G.H.A. Executive fails to meet this timeline, then the A.G.M. either needs to be rescheduled or secondary A.G.M. must be scheduled within 30 days of the already scheduled A.G.M. to review and vote on the proposed amendment. The rules for voting at the A.G.M. shall apply for the secondary A.G.M.

Article 3 – Membership

- A. Membership in the G.G.H.A. shall consist of:
 - i. All players
 - ii. Parents or guardians (maximum of two persons) of players registered in the G.G.H.A. for the current playing year.
 - iii. All elected and appointed officials
 - iv. Honorary Life Members
 - v. Coaches, Trainers, Managers and any other volunteer appointed from time to time for any reason
 - vi. Any current sponsor (one per team sponsored)
- B. The above persons shall comply with the requirements of this Constitution, and the By-Laws as outlined in (schedule A) and those of the O.W.H.A.

Article 4 – Executive

- A. The Executive of the G.G.H.A. shall consist of the following elected officers' and the immediate past president:
- i. President
 - ii. First Vice-President of Operations (VP Operations)
 - iii. Second Vice-President, Rep (VP REP)
 - iv. Third Vice-President, House League (VP House League)
 - v. *Treasurer (the Treasurer will not be an elected position and shall be appointed by the elected Executive).
 - vi. Secretary
 - vii. Registrar
 - viii. Immediate past President (not an elected position. The last president automatically fills this role.)
 - ix. Head Coach and Player Development
 - x. Head Trainer
 - xi. Head Referee (the Head Referee will not be an elected position and shall be appointed by the elected Executive and Paid an amount determined by the elected Executive
- B. All members of the Executive shall be elected for a one-year term at the A.G.M.
- C. The Executive shall have the power to fill any vacancies which may occur in its number.
- D. The Executive shall have the power to form committees and appoint a Board of Directors.
- E. The Board of Directors shall consist of the Executive and the following positions if appointed:
- i. Ice Manager
 - ii. Apparel, Uniform and Equipment Manager
 - iii. Fund Raising Chairperson
 - iv. Sponsorship Manager
 - v. Tournament Administrator
 - vi. Webmaster
 - vii. Social Media Administrator
- F. Any member of the Executive may be removed from office on a written recommendation to the Executive, signed by all other executive members and approved by a majority vote from the full Board of Directors.
- i. The President may suspend any executive member (subject to executive and directors ratification) for non-performance of duties as outlined in the Constitution.
- G. Each Executive member and Board of Director member, except the President, will have no more than one (1) vote regardless of the number of positions they hold at the meetings of the Executive and Board of Directors. The President may only vote when it is necessary to break a tie and cast the deciding vote.

- H. The term of appointment for the Executive and Board members will be from the date elected of the A.G.M. until the A.G.M. approximately 1 year later.

Article 5 – A.G.M. Voting Privileges

- A. Eligible voters are defined as all members in good standing and in attendance. Only one vote per eligible voter in attendance at the meeting will be permitted. No other proxy votes will be permitted. Players U18 age and up at the time of registration of the current season are permitted & encouraged to cast their own votes.
- B. Each member shall have the privilege of nominating a representative to each office of the G.G.H.A. subject to the following provision:
- i. For nomination to a position on the Executive a person shall have been a member in good standing of the G.G.H.A. at some time in the prior 24 months.
 - ii. For nomination to the position of “President”, a person shall have served on the “Executive” sometime during the last 24 months, failing which, a person shall have served on the “Board of Directors” the prior 24 months, failing which any member in good standing at some time in the last 24 months, failing which the other elected executive members will conduct affairs of the G.G.H.A. and MAY appoint a President from among their number of any member at large who is in good standing.
- C. The President, First Vice-President, Second Vice-President, Third Vice-President, Secretary, Head Coach, Head Trainer, and Registrar shall be elected by the membership at the A.G.M.
- D. All Members in good standing (not under suspension and fees fully paid) may vote at the A.G.M.
- E. Voting shall be conducted as stated in By-law 6.

Article 6 – By-Laws

The Executive may, from time to time, set, repeal or amend by-laws as it deems necessary for the conduct of the business of the G.G.H.A. in a manner consistent with the Constitution. All such changes will be presented to the Board of Directors within 30 days of being implemented.

Article 7 – Playing Rules

All hockey played under the jurisdiction of the G.G.H.A. shall be governed by Hockey Canada Rules subject to certain amendments set by the O.W.H.A. and the G.G.H.A. The specific quoting of Hockey Canada Rules in various subsections of the Constitutions and by-laws do not eliminate the other Hockey Canada rules not otherwise included.

Article 8- Approved Colours

- A. The approved colours of the G.G.H.A. are Royal Blue, Dark / Navy Blue, Yellow / Gold, Black and White.
- B. Reference the Uniform, Equipment and Logo Policy for further details.

Schedule A - By-Laws

By-Law 1 – Duties of the Executive Officers

- A. The Executive shall appoint all Honorary Life Members.
- B. The Executive shall have the power to suspend or discipline any member or service connected with the G.G.H.A. that does not promote the G.G.H.A.'s values or upholds the standards as set out in the Constitution and By-Laws.
- C. Management of the G.G.H.A. shall be vested in the Executive as determined by the Constitution and By-Laws and with due regard for the promotion of the G.G.H.A.'s purpose.
- D. Administrative authority between Annual General Meetings (A.G.M.) shall be executed by the Executive including the establishment of Policies and Playing Rules.
- E. Every member of the Executive shall be entitled to vote at Executive meetings.
- F. A quorum shall consist of a majority of the Executive members.
- G. With prior notice, any G.G.H.A. member shall be permitted to attend any Executive meeting but cannot participate without permission from the Executive.

1.1 President

- A. Shall preside at all General meetings, Executive and Directors meetings of the G.G.H.A.
- B. Shall be an ex-officio member of any committee formed for any purpose.
- C. Shall submit to the A.G.M. a report of the G.G.H.A.'s activities over the previous year.
- D. Shall act as Chief Executive Officer of the G.G.H.A. with authority to act wherever necessary but subject to subsequent ratification by the Executive.
- E. Shall sign as one of three signing officers of the G.G.H.A.
- F. Shall chair a committee of members to include Second Vice-President (VP Rep) to elect coaches for the representative teams.
- G. Shall in conjunction with the Third Vice-President and Head Coach select coaches for the House League teams.
- H. Shall perform the duties of the First Vice-President, Second Vice-President and Third Vice-President in their absence.
- I. Shall notify the Executive Officers and Board of Directors of the time and place of meetings.
- J. The President shall call meetings of the Executive Officers (with or without the board) as required but at least five times per year.
- K. The President shall oversee the planning and execution of the annual association fundraisers (eg. Mini Worlds)

1.2 First, Vice-President of Operations

- A. Shall perform the duties of the President in the absence of the President.
- B. Shall establish, be responsible for and sit on the G.G.H.A.'s Discipline Committee.
- C. Will liaise with O.W.H.A. on all disciplinary measures.
- D. Shall prepare a report for the A.G.M. of the bench incidence, management of the incident and effectiveness of risk management in the league.

- E. Shall submit to the A.G.M. a report concerning all disciplinary matters.
- F. Assist President and VP positions as required.
- G. Shall establish and sit on a hiring committee for the Head Referee position.

1.3 Second, Vice-President (REP)

- A. Shall perform the duties of the President in the absence of the President and First Vice President.
- B. Shall be responsible for the operations of the G.G.H.A. O.W.H.A. representative teams which include DS/select or other teams playing outside the G.G.H.A., but not including House League teams.
- C. Shall establish such committees as may be necessary to assist in the organization and operations of the O.W.H.A. representative teams.
- D. Shall submit to the A.G.M. a report concerning the O.W.H.A. representative teams.
- E. Shall ensure that the O.W.H.A. representative teams are kept up to date on policy and procedures that may affect them.
- F. Shall be one of the three signing officers for the G.G.H.A.
- G. Shall be a member of the Discipline Committee when a disciplinary matter involves a member from the representative team. Will represent the Third Vice-President in cases of conflict of interest.
- H. Shall, in conjunction with the President, select coaches for the representative teams.
- I. Shall represent the G.G.H.A. at the O.W.H.A. level.
- J. Shall represent the G.G.H.A. at the OWHL- Southern Division.

1.4 Third, Vice-President (House League)

- A. Shall perform the duties of the President in the absence of the President along with the First and Second Vice-Presidents.
- B. Shall be responsible for the G.G.H.A. House League teams.
- C. Shall submit to the A.G.M. a report concerning the House League teams.
- D. Shall establish such committees as may be necessary to assist in the organization and operation of the House League.
- E. Shall ensure that all House League Conveners and team officials are kept up to date on policies and procedure that may affect them.
- F. Shall be a member of the Disciplinary Committee when such matters involve a member of the House League team. Will represent the Second Vice-President in the case of conflict of interest.
- G. Shall oversee the equalization of the House League teams.
- H. Shall, in conjunction with the President and Head Coach, select House League coaches.

1.5 Past President

- A. To act as advisor to the President and the Executive, to provide for the continuity of the G.G.H.A.'s activities.
- B. Shall be authorized to perform such duties as delegated by the Executive in accordance with the Constitution.
- C. Shall serve as the chairperson at the elections of officers at the A.G.M.

1.6 Secretary

- A. Shall publish the notice of the A.G.M. at least six weeks before the meeting and notify members of the G.G.H.A.
- B. Shall record and preserve the minutes of all meetings of the Executive and all A.G.M. of the G.G.H.A.
- C. Shall ensure that all G.G.H.A. records are duly filed and safely stored through our Sportsheadz website (Control Panel / Admin / View/Manage All Files). This includes financial records including treasurer report, membership, meetings, correspondence, and statistical files.

1.7 Treasurer

- A. Shall keep a record of all monies deposited and disbursed and provide brief summaries of financial position **monthly** at Executive meeting and a six-month full interim report to the Board of Directors.
- B. Shall present at each A.G.M. a report of the year's operations and annual financial statement of the G.G.H.A.
- C. Shall submit at the A.G.M. a projection outlining anticipated expenditures and receipts for next season.
- D. Shall be one of the three signing officers for the G.G.H.A.
- E. Shall pay all accounts authorized by the Executive out of the G.G.H.A. funds.
- F. Shall ensure that all financial information is supplied to an appointed accountant if deemed necessary by the Executive.
- G. Shall be appointed by the elected Executive Committee
- H. Shall collect all player and G.G.H.A. fees
- I. Shall ensure that all G.G.H.A. statements and reports are duly filed and safely stored through our Sportsheadz Website (Control Panel / Admin / View/Manage All Files).

1.8 Registrar

- A. Shall be responsible for player and team registration, documentation, and lists.
- B. Shall present at each A.G.M. a report of the season membership.
- C. Shall co-ordinate all phases of player registration.
- D. Shall share registration lists with the Treasurer to coordinate and collect payments.
- E. Approve permission to skate forms and release requests

1.9 Head Coach and Player Development

- A. Shall be responsible for recruiting qualified coaches.
- B. Shall be responsible for the development of coaches.
- C. Shall be knowledgeable in hockey skills, practices and must meet current G.G.H.A. coaching requirements.
- D. Shall promote the philosophy of the G.G.H.A. and O.W.H.A.
- E. Shall co-ordinate clinics both on and off ice for all G.G.H.A. coaches as necessary.

- F. Shall act as a liaison between the Executive and coaches.
- G. Shall report any ongoing injuries to the Head Trainer.
- H. The Head Coach shall be a member of the Coach Selection Committee.
- I. Shall plan, schedule and coordinate development skates for players including REP and House League opportunities.

1.10 Head Trainer

- A. Shall strive to ensure that all teams have a qualified female Trainer.
- B. Shall act as a liaison between the Executive and trainers.
- C. Shall be responsible for recruiting qualified Trainers.
- D. Shall be responsible for the development of Trainers.
- E. Shall prepare a report for the A.G.M. of the incidence of injuries, management of the incident and effectiveness of risk management in the league.
- F. Shall receive communications from trainers from all teams including incidents and reports as they occur.

By-Law 2 – Duties of the Board of Directors

- A. The Board of Directors includes the Executives.
- B. Every member of the Board shall be entitled to vote at Board meetings.
- C. A quorum shall consist of a majority of the members of the Board of Directors.
- D. With prior notice, any G.G.H.A. member shall be permitted to attend any Board meeting but cannot participate without permission from the Board.

2.1 Apparel, Uniform & Equipment Manager

- A. Shall submit a request for funds for equipment for the upcoming season or as required.
- B. Shall be responsible for the purchase of all equipment including all awards and trophies as approved by the Executive and ensure that all teams are properly equipped.
- C. Shall be responsible for the distribution, collection, storage and repair of equipment belonging to the G.G.H.A.
- D. Shall keep an inventory of all equipment and its location.
- E. Shall submit a report to the Executive regarding equipment needs for the upcoming year.
- F. Shall oversee any apparel program put in place by the G.G.H.A and chair committees related to the Uniform, Equipment and Logo Policy.

2.2 Webmaster, Social Media Administrator

- A. Shall post game schedules and results on the G.G.H.A. website in a timely manner.
- B. As appropriate, shall supply the media with the results of all games.
- C. Shall supply a budget to the Treasurer for the anticipated cost of advertising.
- D. Shall distribute and display the standings for each division.
- E. Shall work with local media and other appropriate sources to place advertisements on behalf of the G.G.H.A.

- F. Shall be responsible for compiling and posting on the website a contact list of all Elected and Appointed positions.
- G. Shall be responsible for updating the G.G.H.A. Website

2.3 Fundraising Chairperson

- A. Shall review ways and means of raising sufficient funds to enable the G.G.H.A. to operate efficiently.
- B. Shall establish such committees as may be necessary to assist in organizing and operating various fundraising projects.
- C. Shall recruit committee members as necessary.
- D. Shall report on all funds raised to the G.G.H.A. Executive.
- E. Shall provide detailed tracking of incoming and outgoing funds to the Treasurer on a regular basis, storage of documents through our Sportsheadz website, (Control Panel / Admin / View/Manage All Files).

2.4 Sponsorship Manager

- A. Shall acquire House League and Association sponsors as needed.
- B. Shall maintain adequate liaison and public relations between the G.G.H.A. and its sponsors.
- C. Shall make available to the sponsor their team schedule of events.
- D. Shall ensure each sponsor receives their team picture and plaque and otherwise coordinate the invitation to sponsors to attend awards presentation.
- E. Shall provide letter of receipt with Thank You to the sponsors.
Shall record and maintain Sponsorship, level of sponsorship on a monetary and detail basis. The report shall be stock via our Sportsheadz website (Control Panel / Admin / View/Manage All Files).

2.5 Tournament & Mini Worlds Director

- A. Shall ensure that House League tournaments for the House League teams are organized as deemed appropriate.
- B. Shall coordinate with selected Tournament Host eg. Sportacular as main point of contact for G.G.H.A. Fundraiser "The Lake Simcoe Winter Classic"
- C. Will act as Lead for the annual 'Mini Worlds' Tournament.
- D. Will present tournament plans and fees to Executive for approval prior to presenting information to coaches, parents and players.
- E. Will represent the G.G.H.A. to all tournament committees as professional, organized and reliable organization.
- F. Will select appropriate coaching staff for each tournament.
- G. Will arrange for appropriate teams for each tournament.
- H. Will ensure that coaching staff have jerseys, team rosters, water bottles and other items required for tournament participation.
- I. Will ensure schedules and team details are communicated to coaching staff and players in a timely manner.

- J. At Board meetings, will report on all fees received for players and all fees paid to tournament.

2.6 Head Referee

- A. Shall recruit qualified referees.
- B. Shall schedule Referees and Timekeepers for all House League and Rep games for the G.G.H.A.
- C. Shall encourage all G.G.H.A. referees to gain and/or maintain certification with the O.W.H.A.
- D. Shall be responsible for monitoring the performance of all referees and co-ordination of appraisals by the Hockey Canada Officiating Program.
- E. Shall have the authority to suspend a referee prior to providing written documentation to the Executive for further consideration of the matter.
- F. Shall be allowed to act as an "on ice official" (referee) in any O.W.H.A. sanctioned playoff game
- G. Shall be responsible for coordinating and assisting in the ongoing training of new and current referees.
- H. Shall prepare a report for the A.G.M. of the year's operations and of the projected needs for the upcoming season.

2.7 Ice Manager

- A. Shall be responsible for obtaining ice times from the Town of Georgina or other Municipalities should additional ice be required.
- B. Shall prepare and submit to the Executive for approval G.G.H.A. ice schedules.
- C. Shall allocate ice time to Rep and House League programs as appropriate.
- D. Shall be responsible for scheduling ice time, re-scheduling of ice time, exchange of ice time and cancellation of ice time with the Town of Georgina. The Ice Manager has the authority to sign the Ice Contract and Contract Amendments with the Town of Georgina and other appropriate facilities. The Ice Manager will work within the guidelines determined by the executive.
- E. Shall approve and/or be made aware of and record all ice time used by teams under the jurisdiction of the G.G.H.A. regardless of the purpose and means of payment.
- F. Shall prepare a report of ice time used and projected future needs to be presented at the A.G.M.
- G. Shall schedule games and practices for the Rep and House League programs with input from the Second VP Rep and the Third VP HL.

By-Law 3 – Duties of the Team Coaches

- A. Shall ensure the efficient operation and decorum of their respective team. They will ensure that only Team members are on the players' bench and in the dressing room.
- B. Shall ensure that all players wear protective equipment as set out by Hockey Canada and as added there to by the O.W.H.A. and G.G.H.A.

- C. Remind players and their parents/guardian that the G.G.H.A. Constitution is available on the G.G.H.A. website and encourage them to review it.
- D. Shall attend all scheduled games, practices, and meetings wherever possible.
- E. Shall strive for their teaching certificate (coach level). Must obtain coach level prior to the start of the season.
- F. Shall be responsible that all Team Officials have taken all the appropriate certifications/courses as required by the O.W.H.A.
- G. Rep Team Coaches must be certified according to O.W.H.A. Standards
- H. Shall be responsible that there must be at least one female person on the bench staff.
- I. Responsible to enforce the O.W.H.A. Dressing Room policy and Discipline Policy
- J. Rostered bench staff are a volunteer and no rostered bench staff can receive compensation in any form for their time or expenses unless approved by the Executive.
 - a. Requests must be made in writing to the Head Coach detailing the requirement.

By-Law 4 – Duties of Team Trainers

- A. Shall be certified trainer and obtain such certification prior to the start of the season.
- B. Shall be the team member to respond and attend to an on-ice injured player on whose authority (only) player may return to the ice.
- C. Shall be on the bench at the beginning of each game and within the rink and observing each practice.
- D. Shall be responsible for the well-being of each player and shall have the first-aid kit and players' health forms on the bench at all games and practices.
- E. Shall ensure that all players' equipment is in good order and repair.
- F. Trainers are not responsible for water bottles, pucks or other coaching staff duties unless they agree to do so.
- G. Shall report all injuries to the Head Trainer
- H. Trainers for Rep teams must be certified prior to start of the O.W.H.A. season, exhibition game, tournament or regular season.

By-Law 5 – Honorary Life Members

- A. Shall be the highest honor that can be bestowed by this G.G.H.A. and it is awarded only for very distinctive service to the G.G.H.A.
- B. Shall be appointed by the Executive.
- C. Shall have full voting privileges.
- D. For the purpose of determining quorum at Executive Board meetings, Honorary Life Members should only be included in the count of eligible voters when they are present at the meetings.

By-Law 6 – Voting Procedures and Annual General Meeting (A.G.M.)

- A. Voting shall be a show of Hands.
- B. Eligible members who can vote will be in accordance with Article 5 (A)
- C. No member shall be entitled to vote unless all dues or fees have been paid in full and they are in good standing (i.e. not under suspension).

- D. A quorum of at least 10% of the registered membership or 15 registered members, whichever is less (as determined by O.W.H.A. registration form) shall be required at the A.G.M.
- E. During the election of officers, voting shall be taken by secret ballot except in the case of acclimation
- F. All motions, elections and constitutional changes shall be decided by a majority of votes.
- G. The order of Business shall be as follows:
 - i. Call to Order
 - ii. Acceptance of the minutes of the previous A.G.M.
 - iii. Reports including President's, First Vice-President, Second Vice-President, Third Vice-President Treasurer and Secretary
 - iv. Amendments to the Constitution and/or By-Laws
 - v. Old Business
 - vi. Election of Officers and Assumption of Duties
 - vii. New Business
 - viii. Open Question/Answer as time permits
 - ix. Close of Meeting

By-Law 7 – Registration

7.1 Eligibility

- A. All teams, coaches, managers, trainers, players and support staff must be approved by the Executive, registered with the League and registered and insured with the O.W.H.A. before participating in any League function.
- B. Teams/players are to be registered with the League by the date of the first official G.G.H.A. organized skate, being a practice, evaluation or exhibition game. The proper registration fee as set by the Executive shall be paid by the due date set by the Executive. Any team/player that has not registered or paid by the due date will be forbidden to participate in any G.G.H.A. organized events.

7.2 Fee Schedules

- A. The fee schedule shall be set by the Executive at the A.G.M.
- B. In addition to Registration fees, the Rep fees will be determined at the earliest possible time.

By-Law 8 – General Information

8.1 Play

8.1.1 House league

- A. All games shall be subject to all O.W.H.A.-Southern division rules and regulations.

8.1.2 REP

- A. All Rep games shall be subject to all O.W.H.A. rules and regulations.

8.1.3 Rep Players wishing to play a Division above their own age level:

- A. Rep players are required to play within their own age group unless:
 - i. The parent/guardian must submit a written request to the VP of REP a minimum of 7 days prior to the start date of both age groups tryouts and;
 - ii. The movement of the player does not adversely affect the number of viable players of their age group and;
 - i. The movement of the player does not adversely affect any specific potential players at the higher level and;
 - ii. The player in question must be considered a TOP THREE player for the team they are requesting to move up to;
 - iii. The player is successfully selected by the head coach of the higher level; and
 - iv. The player's movement to the higher level is approved by the Executive.

8.1.4 Team Resident Roster Requirements

- A. Each team must be made up of a minimum of 80% Georgina residents and a maximum of 20% non-Georgina residents.
- B. Any teams looking to have greater than 20% Georgina residents must request permission in writing to the VP of REP 48 hours prior to the final tryout.

8.1.5 U15 & U18 Scheduling

- A. Teams are NOT permitted to schedule tournaments during school exam periods.
- B. Teams are encouraged NOT to schedule games during school exam periods.

8.2 Uniforms Equipment and Logo

Reference the G.G.H.A. Uniform, Equipment and Logo Policy.

8.3 Officials

- A. All Officials must be currently certified through the National Referees Certification Program and registered with the Hockey Canada and maintained.

8.4 Team Budgets

- A. REP Team budgets must be submitted to the VP of REP for approval by the Executive prior to distributing to the respective teams.
- B. Team budgets must be reconciled at season end and no later than April 30 with bank accounts closed. Final budgets are to be submitted to the VP REP and copied to each team member family.

8.5 Discipline

- A. Annually the G.G.H.A. Executive will appoint a Discipline Chair. The Discipline Chair can be a member of the board (except the President) or any G.G.H.A. member.
- B. Role of Discipline Chair;
 - i. Ensure the enforcement of minimum suspension procedures as laid out in the O.W.H.A. Handbook. All minimum suspensions must be followed.
 - ii. Ensure the enforcement of all applicable suspensions applied by any leagues in which the G.G.H.A. has agreed to be a member in.
 - iii. Ensure the application of the G.G.H.A. Discipline Policy.
 - iv. Maintain records of all discipline matters for a period of four (4) years.
- C. Disciplinary Committees
 - i. Formed as required by the Discipline Chair to include a panel of 3 members, as follows;
 - ii. Discipline Chair, unless a conflict of interest exists.
 - iii. Two members from the Executive or Board of Directors, as selected by the Discipline Chair. Other G.G.H.A. members may be used if Executive or Board of Director members have conflicts of interest or unavailable.
 - iv. The President cannot be a member of a Discipline Committee, as any appeal would be directed to the President.
 - v. Will decide on disciplinary action within ten (10) days of an incident being reported.
 - vi. Will be required to conduct discipline hearings in some cases to determine whether or not supplementary discipline is required.
- D. Discipline Policy – reviewed annually by the Discipline Chair and approved by the Executive and Board of Directors
- E. Appeals – must be filed within 72 hours of the Discipline Chair (Discipline Committee) decision and will follow the procedure as stated in By-Law 9

By-Law 9 – Appeals

- A. To Appeal, a team/individual must submit written documentation stating the reason or reasons for the appeal and facts supporting the appeal through the President.
- B. Each Appeal shall be accompanied by a certified cheque or money order in the amount of one hundred (\$100.00) dollars.

- C. Within seven (7) calendar days of the appeal being filed, the President shall set a date for hearing the appeal. The hearing date will be no more than fifteen (15) days after the filing date.
- D. The President will independently or with a committee make a decision on the filed appeal.
 - i. A ruling on the appeal will be made within seven (7) days of the appeal hearing.
 - ii. Appeal committee members must not be any member involved in the original decision that is being appealed.
- E. The fee shall be returned if the Appeal is upheld.

Revision History

| Revision Number | Date Revision Approved | Remarks |
|-----------------|------------------------|--|
| 1.1 | April 5, 2007 | Updated based on review at A.G.M. Apr. 5th, 2007 |
| 1.2 | April 15, 2008 | <p>Made the following changes as presented and agreed on at the Apr. 9th, 2008 A.G.M.:</p> <ul style="list-style-type: none"> • Split the fundraising / sponsorship position into 2 positions • Removed scheduling responsibilities from the Head Referee and added the Referee and Timekeeper Scheduling Manager position to the Board • Added Approved Colours as Black, White, Royal Blue and Yellow • Changed the Head Referee description to allow them to ref in O.W.H.A. sanctioned playoff games • Added referee development to the Head Referee description <p>Made the following changes based on the Board of Executive decision/ voting from March 2008.</p> <ul style="list-style-type: none"> • Modified By-law 7 E to add “or 15 registered members whichever is less.” • Modified By-law 9.1.3 so that rep players will play within their own age group |
| 1.3 | June 12, 2008 | <p>Made the following changes as agreed to by the G.G.H.A. Board of Directors on June 12, 2008.</p> <ul style="list-style-type: none"> • Consolidated the former Bylaw 2 in with Bylaw 1. • Clarification to roles of President, VP Rep, VP HL, Secretary, Registrar, Ice Manager, Head Coach, Statistician • Added beginning section to Bylaw 2 (prev. Bylaw 3) describing role of Board. • Clarified Team Colours / Attire (now Bylaw 8.2) • Added Discipline policy. Includes creating role of Discipline Chair (Bylaw 8.4) Appeals process also clarified (now Bylaw 9C) |
| 1.4 | April 28, 2009 | <p>Modifications approved at Apr. 15 2009 A.G.M.</p> <ul style="list-style-type: none"> • Adjusted quorum definitions to indicate majority of member (Schedule A, Bylaw 1, Paragraph F and Schedule A, Bylaw 2, Paragraph C) • Added Tournament Director to Board (Article 4D, Bylaw 2.8, Bylaw 1.3) |
| 1.5 | April 9, 2010 | <p>Modification approved at Apr. 8, 2010 A.G.M.</p> <ul style="list-style-type: none"> • Modified voting rights to state that each individual |

| | | Revision Date Remarks |
|-----|---------------|---|
| | | only has one vote regardless of the number of positions they hold. (Article 4F) |
| 1.6 | Mar. 5, 2012 | Modification approved at Apr. 12, 2011 A.G.M. <ul style="list-style-type: none"> Modified section 8.1.3 to allow for some flexibility to provide the executive with options for dealing with significant issues such as bullying |
| 1.7 | Apr. 25, 2012 | Modifications approved at Apr. 16, 2012 A.G.M. <ul style="list-style-type: none"> Modified section 8.1.3 to allow for playing up. Requires that coach takes player, that executive approves and that the viability of the lower team is not impacted Modified Article 8 and Bylaw 8.2 to support new jersey colour (dark blue) and to reflect that an apparel program will be in place beginning with the 2012/2013 season Logo updated to reflect the new G.G.H.A. logo. |
| 1.8 | Mar. 27, 2014 | Modifications approved at Mar. 27, 2013 A.G.M. <ul style="list-style-type: none"> Article 4- Executive changed “A vii. Immediate past President” to read “A vii. *Immediate Past President (not an elected position. The last president automatically fills this role.)” Moved wording “All Members in good standing (not under suspension and fees fully paid) may vote at the A.G.M.” from Article 4 to Article 5 Changed the title for Article 5 to include the reference to the A.G.M. Added wording to By-Law 1, section 1.8 to indicate that the head ref should encourage refs to be O.W.H.A. certified. Remove all of the (Reporting to...) references Moved the Head Coach responsibilities wording to be part of By-Law 1 instead of By-Law 2. Renumbered the sections according to this change. Modified By-Law 2, section 2.4 to correct an earlier copy/paste error. Modified By-Law 2, section 2.2, bullet A to reference the constitution being available on-line instead of distributed in paper format. Updated By-Law 5 to provide wording on counting honorary lifetime members in voting numbers for quorum Added wording to Article 2 to explain the process for constitutional amendments G.G.H.A. |
| 1.9 | May 30, 2024 | <ul style="list-style-type: none"> Revised terms, spelling, and grammar Updated position descriptions |

G.G.H.A. Constitution Reviewed & Approved May 30, 2024



| | | |
|--|--|---|
| | | <ul style="list-style-type: none">• Creation of new Executive and Board of Director positions• Re-alignment of Executive and Board of Director positions |
|--|--|---|