

Last amended April 10 2016

BYLAWS OF THE GLOUCESTER LACROSSE ASSOCIATION

BY-LAWS

1. Classifications

The following classifications are set down by the OLA and the GLA and apply to both Representative and House League play.

- Tyke - Under 8 years (Min. age 6 years) as of January 1st of playing year.
- Novice - Under 10 years as of January 1st of playing year.
- Pee Wee - Under 12 years as of January 1st of playing year.
- Bantam - Under 14 years as of January 1st of playing year.
- Midget - Under 16 years as of January 1st of playing year.
- Juvenile - Under 18 years as of January 1st of playing year.

2. Registration

Registration shall be in accordance with OLA guidelines.

Requests for a registration fee refund will be subject to a \$35 administration fee and must be received by the board in writing prior to May 1st, following which all fees are non-refundable, except in exceptional circumstances, as determined by the GLA Board. All Board decisions in these matters are final; and refund may be prorated dependent on date of request. In order to process refunds, all requests shall be submitted using the "Refund Request Form" found at the GLA website under 'Resources'.

3. Players per Team

All teams in House League shall be restricted to a maximum of sixteen active players. Any player who registers after the deadline shall be assigned to any team at the discretion of the Management Committee. Seven players plus a goalie must be in attendance to commence a game, otherwise the game will be forfeited to the opposing team and the game may be played as an exhibition game.

4. Choosing of Teams

It shall be the responsibility of the House League Director to make up balanced teams, using his/her own personal knowledge, past season's records and previous coaches ratings. Where teams in a division are unevenly matched, the House League Director may at any time prior to mid season, exchange players to create more equal competition. The League Director shall have the authority to designate what players are of equal rating and eligible for the exchange.

5. Playing Time for Players

- a) The GLA Executive Council promotes the provision of Fair Playing Time (FPT) for all GLA players. In this regard, coaches are required to provide FPT to all players on their respective teams.
- b) It is important to differentiate in that FPT does not necessarily mean “equal playing time” in each game. In general terms, FPT is providing similar or unbiased opportunities to all player over the course of the season.
- c) Coaches are encouraged to use all players in all situations, including the Power Player (PP), Penalty Killing (PK) and “goalie-out” situations.

6. Scheduling Variation

- a) In the case of a club being late in fielding a team at the scheduled hours, if that team is more than ten minutes late (time of grace allowed) the referees shall face the ball off and award the game to the team on the floor.
- b) No cancellation of scheduled season games is permitted, except with prior approval of the League Director.
- c) Extra curricular games, practices, etc. No coaching staff in any league shall arrange special games without prior approval of the League Director.

7. Lacrosse Rules

The GLA shall use the OLA rules unless changes are identified within this constitution and by-laws.

8. Equipment

It shall be compulsory for all players in the GLA to use OLA equipment and sticks.

9. Player Options

- a) Any player of an age group who for any reason deemed justifiable to play for a representative team other than his own, must seek permission of the Management Committee to play in the next higher age group that best suits his/her ability, subject to written permission being extended by his/her parents or guardian.
- b) No representative team practice or game shall conflict with House League commitments.
- c) Each representative team shall consist of up to 25 registered members as per the OLA constitution. This shall include 17 regular playing members and a reserve list of up to 8 additional players.
- d) The representative coaches with the Competitive League Director shall submit the application forms for the team registration and identify up to 17 regular and 8 reserve players for their respective teams to the GLA Registrar before 15 June of the current season.

- e) Where the integrity of a viable house league is possible the representative players shall be segregated from the house league and will not be permitted to play in house league. The Director House League in consultation with the management committee determines the integrity of the house league.

10. Suspensions

A member of the GLA may be suspended for just cause. Just cause can be one of the following but not limited to:

- a) (coach) missing three consecutive games without good reason or for ensuring that someone takes charge of his/her team during his/her absence at any game
- b) (coach) not applying the fair play (not equal) policy to all team members
- c) exhibiting disrespect to any Canadian Lacrosse Association member (OLA and GLA are deemed part of the CLA by definition)
- d) Inappropriate conduct before, during or after any lacrosse function

11. Coaches Duties and Responsibilities

Coaches are permitted to coach their teams from the floor in the Tyke division only. In play-offs and on "Lacrosse" day all coaches including Tyke must remain in their box. Coaches are further responsible for:

- a) Appointing a team manager. Their names will be submitted to the League Vice-president for approval.
- b) Developing and maintaining an awareness of good conduct among his team while in competition.
- c) Instilling good sportsmanship and teaching Lacrosse skills.
- d) Ensuring all players are played an equal amount of floor time.

12. Manager Duties and Responsibilities

- a) Assuring that his /her team is properly dressed before the time his/her games are scheduled to begin.
- b) Providing the timekeeper with a properly completed game report form, showing the name of the team, date of game, all competing player's names and their corresponding numbers before game time.
- c) Assisting the coach in ensuring all players get equal floor time in House League play.

13. Policies and Procedures

It is the responsibility of the management committee to maintain a policies and procedures manual. The goal of the manual is to help maintain continuity and provide a road map for future boards and members. This manual can be amended by the management committee at anytime with quorum as defined in article 2) a. of the constitution.

14. Forfeiture of Membership Rights

- a) Any members of the GLA (as defined in the constitution) that is deemed to have (any of but not limited to):
 - i. Under suspension from the GLA, OLA CLA or any other minor sports organization
 - ii. Scheduled to move outside of the GLA boundaries prior to end of the current season
 - iii. A clear conflict of interest with the GLA missions
 - iv. A clear conflict of interest with any GLA programs
 - v. In a position to willfully financially benefit from GLA activities
 - vi. An immediate family member who meets any of the above will forfeit membership rights (at the discretion of the management committee).
- b) Forfeiture of membership rights means that the member is not eligible to take on a management committee position. They may not vote at the AGM. They may not propose changes to the constitution nor by-laws. They may not nominate candidates to management positions.
- c) With the exception of suspensions, members are still eligible to volunteer: at GLA events, Coach, conveners, referee, act as game officials etc...
- d) Forfeiture of rights may be reversed by:
 - i. A two thirds majority vote at an AGM following an appropriate motion
 - ii. In the case of a suspension: by the unanimous vote of management committee upon completion of a suspension.

15. Declining Registration

As per OLA guide lines, the GLA reserves the right to decline registration. In the event that registration is declined:

- a) The family will be notified prior to the first registration session for the upcoming season.
- b) An unconditional release will be issued upon receipt of the OLA card for the upcoming season
- c) Declining registration requires a simple majority vote of the management committee. Upon request of the affected individual/family, the GLA will provide an in-person appeal hearing. Every effort should
- d) be made by both parties to reach an acceptable compromise, which addresses the issues, which provoked the application of the by-law.
- e) Declining registration does not qualify for article 14 of the by-laws forfeiture of membership rights.

16. Team Finances

- a. GLA minor teams are not permitted to open and/or operate a bank account.
- b. The GLA will charge a competitive player team fee to players selected to GLA competitive teams as per GLA by-law 17.
- c. GLA Team Manager may request players cover the costs for additional team incidentals not covered by the competitive player fee (e.g. more practice balls, practice equipment,

etc.) up to a maximum of \$15 per player per season. Any additional team costs (beyond the competitive player fee and \$15 incidental) must be fundraised through an approved GLA fundraising plan (see By-Law 16.d). Team Managers shall retain copies of all receipts for monies expended and provide to any parent(s) if requested. Any money remaining at the end must be either returned to the parents.

- d. All Fundraising efforts by a member or teams of the GLA must be approved by the Board of Directors in order to ensure that efforts are in line with the vision and goals of the GLA. Fundraising efforts should be used as a team building opportunity and as such, team events will be prioritized over individual efforts. Requests to conduct fundraising must be forwarded to the GLA President using the approved GLA form (<http://www.gloucester-lacrosse.com/site/ClientSite/article/102015>) a minimum of 14 days prior to the planned fundraising event for consideration by the GLA Board. All funds raised must be used by the team for which it was fundraised and for the purpose approved by GLA Board. The total monies raised shall be reported to the Board in writing immediately following the fundraising event/activity. Should funds raised exceed the initial estimate, the GLA Board must be informed in writing within one week of the event and the GLA Board will maintain the right to have the final decision on where said monies are allocated. Any unused funds will be returned to the GLA by August 15th of the current season.
 - i. Any additional apparel sought through fundraising must come from the GLA approved apparel line.
 - ii. Teams are not permitted to request players/families to pay in advance to cover the expected fundraising amount.
 - iii. Fundraising requests which identify multiple usages for the funds raised must identify the order of priority for these usages in the event the team does not meet its fundraising goal.

17. Competitive Team Fees

Competitive Team Fees will be announced by the GLA Board of Directors each season prior to the start of Competitive Tryouts and will be distributed to all players or posted to the GLA website. Coaches are responsible to ensure that Team Fees are collected in whole and submitted to the GLA Director of Competitive Lacrosse in order that the player's OLA can be forwarded to the team prior to the team's first tournament. Team fees will cover GLA Apparel, Tournament Entry Fees, additional floor time costs, additional referee costs and a percentage to cover additional goalie gear and jerseys.

18. Affiliate Players (APs)

APs can practice as often as required throughout the season at any level in order to benefit both individual players and teams. Prior to any affiliation, discussions must occur between both Coaches and the parents. The player's primary team games will take precedence over practices. For example, a PW

HL player will not miss a HL game to participate at a PW II practice. In the event of a conflict, the player must receive permission from his primary team.

The AP must be taken from the team seeded immediately below the affiliating team if within the same age group/division i.e. Bantam HL up to Bantam II or Bantam II up to Bantam I. HL players will not be affiliated to a I team unless there is no II team that season.

In the event of any conflict not clearly defined above, the Director of Competitive and the House League Director will make the final decision.

19. Competitive Player Commitment

GLA players who try-out for, and are selected to, a GLA competitive team and subsequently withdraw from the competitive program after being selected due to program commitment requirements:

- a) Will be required to post a performance bond of \$150 in the next season should they wish to try-out for the competitive program in future seasons. If the player pays the bond and completes the future competitive season the performance bond will be refunded and requirement for posting a performance bond rescinded. If the player fails to complete the future season in the competitive program then the performance bond will be non-refundable.
- b) Will not be permitted to affiliate or act as a call-up for a competitive team in the season that they withdrew from the competitive program due to commitment requirements.

The Director of Competitive will be required to maintain a list of players required to post a performance bond and ensure that it is consulted prior to competitive team tryouts."