



LONDON BANDIT'S MINOR HOCKEY ASSOCIATION INC. ARTICLES & BYLAWS

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1. HEAD OFFICE

The Head Office of the Corporation shall be 799 Homeview Avenue in the City of London, in the Province of Ontario, and at such place therein, as the Directors may, from time to time, by special resolution determine.

The mailing address of the Corporation shall be Post Office Box 35067, Nelson Park Postal Outlet, London, Ontario, provided the Board of Directors may, from time to time, by resolution, change the same. The Treasurer and Secretary of the Corporation will share responsibility for the post office box.

2. PURPOSE & OBJECTIVES

The purpose and objectives of the Corporation shall be:

- A) To promote and develop organized amateur hockey for youths in the City of London, including both:
 - 1. the development of the maximum opportunity for participation in recreational hockey and,
 - 2. the development of representative teams with prominent levels of competency

- B) To help develop good character among players, and other members, by teaching the importance of the values of physical competition, physical activity, good sportsmanship, social participation, and good fellowship, and the fair treatment of others (with respect to the latter, there shall be no place in the Corporation for discriminatory behavior with respect to race, place of origin, family circumstance, gender, sexual orientation, or creed).

- C) Through the above, to help foster a strong civic spirit among members of the Corporation and other community members who support the organization's activities.

3. BOARD OF DIRECTORS

The affairs of the Corporation shall be managed by a Board of Directors, all of whom shall be elected by the members (as that term is herein defined) of the Corporation at the AGM. The Board of Directors will consist of no less than 8 Directors and no more than 30 Directors.



4. POWERS AND GENERAL DUTIES

The Board of Directors shall administer the affairs of the Corporation in all things and make or cause to be made for the Corporation, in its name, any kind of contract which the Corporation may lawfully enter and, save as hereinafter provided, generally may exercise all such other powers, and do all such other acts and things as the Corporation is authorized or permitted to do.

The Directors of any other Hockey Corporation wishing to merge or amalgamate its program with the Corporation shall have such voting privileges as set out in any merger agreement. The Corporation shall save harmless and indemnify the members of the Board of Directors from liability in the discharge of their responsibilities as Directors, provided such responsibilities are conducted in a manner consistent with the actions of a responsible prudent person. The Board of Directors is authorized to enter a working relationship with the Greater London Hockey Association and its successors and in all respects to deal with matters of insurance.

The Board of Directors shall receive no remuneration for acting in any capacity. No Director shall directly or indirectly receive any profit from their position. Still, they may be reimbursed for reasonable expenses incurred in performing their duties, by the decision of the Board.

Without limiting the borrowing powers of the Corporation as set forth in the Corporations Act of Ontario R.S.O. 1990 (the "Act"), the Directors of the Corporation may, from time to time, without the authorization of the members of the Corporation (save as herein set out):

Borrow money upon the credit of the Corporation.

Charge, mortgage, hypothecate, pledge, or otherwise create a security interest in all of any currently owned or subsequently acquired, real or personal, moveable, or immovable, property of the Corporation, including without limitation, book debts, rights, powers, franchises, and undertakings, to secure any present or future indebtedness, liabilities, or other obligations of the Corporation.

PROVIDED THAT, without the consent of a majority of the members of the Corporation, the amount of any single borrowing or indebtedness of the Corporation shall not exceed \$20,000.00 and the term of any such single borrowing or indebtedness shall not exceed one (1) year.



5. MEMBERSHIP STRUCTURE

The membership of the Corporation shall consist of three categories of individuals as follows:

1. Active Members shall include all individuals involved in the administration of the Corporation as elected or appointed Directors or Officials, all Coaches and Managers, and any other regularly involved volunteers and all players aged eighteen (18) years and older.
2. Parent Members shall include all parents and/or guardians of registered players where the latter are under the age of eighteen (18) years.
3. All Past Presidents and Lifetime Members of London Bandits will receive Honorary membership with the London Bandits Hockey Corporation. An Honorary Member who has served as President must complete the last year in full term to be determined an Honorary Member or to be classified as Past President.

6. MERGERS AND DISSOLUTION

Mergers

All negotiations with a view to a merger or affiliation with other associations shall be by a committee of the Board of Directors and such committee shall make a recommendation to the Board of Directors which shall, in turn, make such recommendation(s) as it considers appropriate to the members of the Corporation, for their approval.

Dissolution

Upon dissolution of London Bandits Hockey Association Inc., after payment of all debts and liabilities, the remaining Property and Assets will revert to the Governing Body, Greater London Hockey Association Inc, to be held in trust and returned to a Minor Hockey Association until such time as a new Minor Hockey Association, under Alliance Hockey, restarts in the City of London.



7. VOTING THRESHOLDS

General Board Meetings:

A quorum for the transaction of business at a general board meeting shall consist of fifty percent plus one (50% + 1) of the occupied positions of the members of the Board of Directors, except as otherwise required by law.

Amendment of Articles:

A quorum for the amendment of articles shall consist of sixty-six and two thirds' percent (66.67%) of the occupied positions of the members of the Board of Directors shall form a quorum for the amendment of Articles.

Annual General Meetings or Special Meetings:

A quorum for the transaction of business at any AGM or Special General Meeting shall consist of not less than fifty percent plus one (50% + 1) active members of the Board, and not less than fifteen (15) and active parent members in total.

Removal of a Board Member:

A quorum for the removal of a Board Member shall consist of not less than sixty percent plus one (60% +1) active members of the board.



BYLAW 1- POSITIONS ON THE BOARD OF DIRECTORS

The Board of Directors shall consist of the following positions:

Past President
President
Vice President
Registrar
Secretary
Treasurer
Director of Risk
Ice Convenor
Vice President of Competitive
Vice President of House League
Director of Equipment
Player Development
Tournament Director
Director at Large (3 positions)
Initiation Program Convenor (U7)
House League U8/U9 Convenor
House League U10/U11 Convenor
House League U12/U13 Convenor
House League U14/U15 Convenor
House League U16, U18 & U21 Convenor
Competitive U8-U12 Convenor
Competitive U13-U18 Convenor
Lifetime Member



BYLAW 2- DIRECTOR QUALIFICATIONS

To be elected or appointed as a director, candidates must:

- a) Be an individual
- b) Be at least eighteen (18) years of age
- c) Not be found to be incapable under the Substitute Decision Act, 1992 or the Mental Health Act of managing property, or by any court in Canada or elsewhere
- d) Not have the status of bankrupt
- e) To the Board's satisfaction, be current of all outstanding accounts due to the Corporation, including and without limitation to; fees for ice time; referees; and remittance of proceeds and related records from Corporation-sponsored fundraising events
- f) Have returned all outstanding equipment owned by the Corporation
- g) Supply a current vulnerable sector screening within forty-five (45) days of the Annual General Meeting (AGM) if none is already filed with the Corporation; and supply a current, valid Prevention Services (PRS) certification or equivalent prior to October 31st of the year of their election.
- h) Be present at AGM or have a designated person accept on their behalf. The designated person should have a written letter, sent via email by the candidate to a Director at Large.
- i) Not be affiliated with a member partner (West, North, Oakridge, Jr. Knights), nor partnered with any non-Sanctioned Program such as, but not limited to, Red Circle, Cobra's, or Ice Dogs.
- j) Sign a "Consent to Serve as Director" form as soon as elected (at the AGM if present or within 10 days of the AGM.) As well, an "Understanding of the Constitution" form must be signed, and handed in by the first board meeting following the AGM.
- k) Attend each monthly board meeting and have the willingness to perform the duties as outlined in the position for which they have been elected.
- l) Have served as an Officer or Director of the London Bandits Minor Hockey Association in the last one (1) year of three (3) years to be nominated for, acclaimed to, or elected to the position of President, Vice President, Vice President of Competitive, Vice President of House League, Ice Convenor, Registrar, Treasurer, Tournament Director, or Director of Risk.
- m) Directors shall serve a term of one (1) year, or two (2) years as stated in the roles from the date of their election at the Annual General Meeting until the end of the next Annual General Meeting. Upon fulfilling your role on the Board of Directors; all necessary equipment, passwords, and financial books, must be handed off to the newly elected person before the first regularly scheduled monthly meeting and the keys must be handed off to the Ice Convenor for re-distribution.



BYLAW 3- ELECTION OF DIRECTORS

The Board of Directors will begin their respective terms of office immediately following the Annual General Meeting and shall be members of the Corporation throughout their respective terms of office.

All members of the Board of Directors shall hold office until the AGM occurring at the end of the term to which they were elected. In the event the prior year's President shall not be re-elected, such person shall be appointed in an advisory position, designated as "Past President".

Persons nominating an individual for a position on the Board of Directors must complete a nomination form on the website. Any individual who has been nominated and is standing for election for a position on the Board of Directors shall declare their intention to stand for election to one of the Directors At Large. Election as a Director shall also constitute election to such named office.

The election of the Board shall occur in the same order as the offices set out in Bylaw 1. If a position is not filled during the election after two (2) attempts or a vacancy occurs during the year, the Board will find a suitable candidate to fill the specific position and serve for the balance of the term.

The election of the Board of Directors shall be held at the AGM and shall be held by secret ballot. The ballots will be counted and verified by three (3) individuals not standing for election. The results of the elections for each office shall be announced prior to proceeding with the election of the next position.

BYLAW 4- COMPLAINT PROCESS FOR BOARD MEMBERS

Step 1- Complaint to President or Vice President if conflict is with President

Step 2- Complaint to Resolution Committee

Step 3- Complaint to Board of Directors

With Step 3, any Director, with reason, can appeal against a decision made by the Resolution Committee. Their complaint must be in writing to the Board, along with a \$200.00 fee. The complaint shall be tabled at the next regular meeting of the Board unless the Board determines that expedience be required; in which case a special meeting of the Board shall be called to hear the complaint. The Complainant shall have the \$200.00 fee returned to them at the completion of the complaint, if they win the appeal.



BYLAW 5- REMOVAL OF A DIRECTOR

A Director may, by resolution of the members of the Corporation, be removed from office prior to the expiration of his or her term. A Director may be recommended for removal from office by the Resolution Committee and the members of the Corporation, prior to the expiration of his or her term, for cause.

The basis for removal would include, but not be limited to:

- Misappropriation of Corporation assets
- Non-payment of outstanding accounts due the Corporation
- Such other actions as the members are considered detrimental to the Corporation, including failure to follow the policies and procedures of the Association, the Greater London Hockey Association, Alliance Hockey, Ontario Hockey Federation, or Hockey Canada
- Non-compliance with By Law 2
- Unsatisfactory Vulnerable Sector Screening

Refer to Article 8- Voting Thresholds for quorum requirements.

Director's absence from three (3) consecutive board meetings or the absence of a director from their role will be considered as terminated from their position on the Board, unless otherwise determined by the Board, with consideration to mitigating factors (incapacity, illness, etc.)

In the event of the removal of a director, a statement of the reason(s) must be sent from the Board of Directors to the removed director's last known mailing address, within seven (7) days of the removal. The member will be given five (5) business days to appeal the decision.

Appeal Process:

The removed Director must send an appeal request to the Board, accompanied by a cheque for \$200, payable to the London Bandits Minor Hockey Association, to mailing address of the Corporation, OR an e-transfer is to be sent to the Treasurer with an emailed appeal request to the Secretary within five (5) days of receipt of the registered letter.

The Board of Directors must arrange a meeting (time and place) within five (5) days, where the Member will be given the opportunity to be heard by the Board. The removed Director must be provided with at least forty-eight (48) hours' notice of the meeting.

In the event of the removal from The Board of Directors, the removed Director is responsible for any debt. Any keys, and/or equipment belonging to the London Bandits Hockey Association should be returned immediately.

In the event of removal from the Board of Directors, said member will be ineligible to run or hold a position on the Board for 2 years following termination.



BYLAW 6- TERM OF OFFICE

To allow for Annual elections and orderly change, the positions on the board will either be a one (1) year term or a two (2) year term. All positions listed below will be held for a 2-year term and any position not listed will be for a 1-year term. The 2-year positions will be elected on either Odd or Even years as described below.

ODD YEARS

President
Treasurer
VP of Competitive
Ice Convenor
Tournament Director

EVEN YEARS

Vice President
Registrar
VP of House League
Director of Risk

Any Director who is unable to fulfill their two-year term must notify the Secretary thirty (30) days prior to the AGM of that year so that the position may be included in the election.

A Director automatically ceases to hold office when they:

- i) Die
- ii) Resign
- iii) Are removed by vote of the Board of Directors
- iv) No longer fulfill the mandatory qualifications sent under in Bylaw 2

BYLAW 7- FILLING A VACANCY

Vacancies on the Board, however caused, may be filled for the remainder of the term by the Directors then in office, or by a suitable candidate of the Board's choosing, so long as a quorum of members of the Board of Directors remains.

In the event there is not a quorum of Directors remaining, the Board shall call a Special General Meeting of all members of the Corporation to fill the vacancies as soon as practical.

BYLAW 8- DIRECTOR DISSENT RIGHTS

A Director who was not present at a meeting at which a resolution was passed, or action taken, will be deemed to have consented to the resolution or action unless, within seven days after becoming aware of the resolution or action, the director either causes their dissent to be placed with the minutes of the meeting or submits their dissent to the corporation.



BYLAW 9- DIRECTORS MEETINGS

Directors' meetings may be called by the President or Vice-President, or by the Secretary upon the direction of the President or Vice President, or by the Secretary upon written direction of two (2) Directors. Notice of such meetings shall be given by email, or telephone to each Director not less than two (2) days prior to such date. The declaration of the Secretary or President that notice has been given pursuant to this Bylaw shall be sufficient and conclusive evidence of the giving of such notice.

A Directors' meeting may also be held, without notice, immediately following the Annual General Meeting of members of the Corporation.

So long as there is a quorum, the Directors may consider or transact any business, Special or General, at any meeting of the Board.

The Board of Directors may, from time to time by resolution, establish rules, policies, and/or relating any or all aspects of the Corporation's operations.

The rules, policies, and/or orders as approved by the resolution of the Board of Directors shall be compatible with the intent and requirements of the Letters Patent of the Corporation and its Bylaws.

Meetings of the Board shall be held at least once each month.

Voting by proxy shall not be permitted. An absentee Board member may not designate an alternate to represent him or her at a Board meeting.

Written resolutions in lieu of Board meetings are valid if signed by all directors entitled to vote on the matter and such resolutions are to be kept in the minute book.

Special Meetings:

Special meetings of the Board of Directors may be called by the President, or by a majority of the Board by filing a written request for such a meeting with the President, stating the subject, date, time, and location of the special meeting. Due notice of special meetings shall be given, and special meetings are to be held within seven (7) days of such notice. Special Meetings would require a quorum of 50% plus one vote.

All meetings of the Corporation shall be held under "Robert's Rules of Order Revised".



BYLAW 10- ANNUAL AND OTHER MEETINGS OF MEMBERS

Any meetings of the members shall be held from time to time, as the Board of Directors may determine.

Annual General Meeting

The Annual General Meeting shall be held on a date set by the Board at the end of each hockey season's fiscal year-end. Notice shall appear on the website at least twenty-eight (28) days before the meeting is to take place, and once in each of the four weeks leading up to the meeting. The Annual General Meeting of the Corporation shall be open to all members and to the public. One such meeting is to be held before the beginning of each hockey season at such place and time in the City of London as determined by the Board of Directors. The notices of Annual General Meetings shall contain invitations to submit nominations for positions on the Board of Directors, for election at the meeting. At every Annual General Meeting, the reports of the Directors, the financial statement and the related Treasurer's report shall be presented, and the Board of Directors elected as set out herein. The Members may consider and transact any other business listed on the agenda.

Anyone who has been nominated for the Board can decline the nomination in advance once contacted or on the day of the AGM. The list posted on the London Bandits website represents nominations put forward, and whether the nominated person has chosen to accept or decline the nomination. If more than the necessary number of people for positions have been nominated, a vote will be held.

Elections will follow the Corporation Laws as well as the Privacy Act. We are unable to use our membership emails for the purpose of soliciting and promoting an individual for election purposes. We are only to use personal information for the running of our Hockey programs.

1. No shareholder or member or creditor or agent or legal representative of any of them shall make or cause to be made a list of all or any of the shareholders or members of the corporation unless the person has filed with the corporation.
2. We may only disclose personal information where we have the legal authority to do so, or where the disclosure is for the purpose for that we collected the information, such as providing you with a program or service.

Amendments

Amendments may be made to the Bylaws of the Corporation in accordance with the requirements of this Bylaw, the Corporation's Letters Patent, and the Corporations Act of Ontario (as the same may be amended from time to time). Notice of proposed amendments shall be given to all members of the corporation by posting on our website the proposed amendments to each member, not less than seven (7) days prior to the date of the annual or other meetings at which such amendments are to be considered.

Proposed amendments to the Bylaws of the Corporation shall be submitted, signed to the constitution committee in writing not less than twenty-one (21) days prior to the holding of the said meeting and a copy of the proposed amendments shall be made available to any member by the Corporation's Secretary up to the day of and at the said meeting.



Special General Meetings:

A Special General Meeting of all members may be called at the discretion of the Board of Directors as determined by a majority vote of Directors. Notice shall specify the purpose for which it is being called.

Notice of Meetings:

Notice of any general meetings, whether annual or special, must be given through advertisement on the London Bandits website and electronic notification by email.

Voting at Annual General or Special General Meetings:

All Active members, Parent members and Lifetime members in good standing who attend an Annual or Special General Meeting shall be entitled to vote on any issue to be determined at such meeting. No person shall have more than one (1) vote. There shall be no proxy voting permitted. All persons voting must be at least eighteen (18) years of age. All questions shall be decided by a majority of votes, and in the case of a tie vote, the Chairperson shall be permitted to cast a deciding vote. Any election of Officers shall be by secret ballot. Beyond this, voting may be either by a show of hands or by secret ballot; but the latter will be used whenever it is requested by any member. The Secret vote count shall be made public at the request of any candidate.

Rules for Conducting Meetings:

The following rules shall govern all Annual or Special General Meetings of the Corporation: If there is no quorum within thirty (30) minutes of the time fixed for the meeting to begin the Chair shall declare that there can be no meeting on this occasion. Parliamentary procedure, as specified in Robert's Rules of Order Revised, shall be followed at all meetings; The Chair shall have the right to require that any motion or resolution be presented in writing before the meeting. The Chair shall decide all questions of order, in accordance with the Rules of Order. To encourage and foster open and candid discussion at its meetings, the Board of Directors of the London Bandits believes confidentiality must be maintained. Therefore, the Board of Directors of London Bandits are reminded that each board member shall keep confidential all information relating to discussions at its meetings unless compelled by legal process to disclose such information, or as otherwise agreed by the Board. While Board members are free to discuss the result of Board action items, disclosing any information concerning the discussion of such items during the Board meeting is prohibited. Please review the London Bandits Code of Ethics and Confidentiality Policy.



BYLAW 11- Conflict of Interest

Members of the Board of Directors shall declare a conflict of interest in matters of the Corporation, including without restricting the generality of the foregoing, the following:

1. The supply or possible supply of goods and services to the Corporation by a member of the Board of Directors, or his or her immediate family.
2. The selection of coaches for a team in which the member of the Board or a member of his or her family has filed an application.
3. Issues respecting a team on which the member of the Board has a child or of which the member is part of the coaching or management staff.

In cases of conflict of interest, or potential conflict of interest, the member will be excused from the meeting, for that portion of the meeting respecting the matter of conflict and the member's declaration of conflict shall be duly recorded.

BYLAW 12- SPECIFIC DUTIES OF THE BOARD OF DIRECTORS

DUTIES APPLICABLE TO ALL POSITIONS:

- Act honestly and sincerely, and do what is best for the Corporation
- Be as careful and thoughtful as a reasonably careful person would in a similar situation
- Attend all monthly Board meetings
- Respond to all correspondence received (such as, but not limited to email) within 48 hours of receipt of said correspondence
- Volunteer for a minimum of 4 hours at each of our hosted tournaments
- Create/add to a procedures manual with instructions to guide the person taking over the position

Past President

- Function as a resource to the current Board of Directors and Executive Committee
- Fulfills the role of President in the previous year prior to the role assignment.
- Resignation as President mid-term will forfeit your right to claim the title of Past President the next season.



President

- Chair the Board of Directors monthly meetings, general and/or special meetings
- Set the date of the AGM
- Maintain contact with Alliance Hockey regarding policies and procedures.
- Represent the Association at the GLHA meetings and provide an update (with details of said meeting) at the monthly Board of Directors meeting
- Sit on Alliance President's Committee and provide an update to the Board at the monthly Board of Directors meeting
- Sit on Competitive Coach Selection Committee and Chair the Resolutions Committee
- Delegate to Vice President of Competitive and/or Vice President of House League, when necessary
- Supervise Vulnerable Sector Screening program
- Be a signing officer of the Corporation
- Provide general assistance in managing Corporate Affairs
- Work with all board members to ensure a collaborative working relationship is held and if President cannot solve the issue, refer the issue to the Resolution Committee.

Vice President

- Perform President's duties during the absence of the President
- Sit on House League Coach Selection Committee, Constitution Committee and Tournament Committee
- Oversee the Directors At Large
- Recruit, train, and schedule timekeepers aged 12 years and older for all regular season and playoff games
- Process timekeeper invoices and ensure timekeepers are paid in a timely manner
- Provide updates and copies of payments to the Treasurer
- Signing officer of the Corporation



Registrar

- Be responsible for the registration of all players in the Corporation's programs including maintenance of all registration records and team lists; ensuring all registration cards are signed
- Work with the Treasurer regarding collection of or reimbursement of fees (as appropriate)
- Provide lists with appropriate information for the Board, Convenors, Coaches, City of London, and others as required.
- Ensure that accurate information is provided for: pre-season ice tryouts; House League assessments and player draft; Round-Up; ice allocation and rosters.
- Complete and submit all rosters for London Bandits
- Work in conjunction with the Director of Risk and other board members running clinics to ensure all players and coaches are properly registered as per Hockey Canada requirements.
- Sit on Finance and Budget Committee.
- Be responsible for tracking vulnerable sector screenings to ensure November 15th deadline has been met, and provide updates to the President on any outstanding checks
- Be responsible for providing the Secretary with a list of all active members for the AGM membership meeting
- Be responsible for having a list of current Parent members and Active members (available from the minor hockey registration system)

Secretary

- Attend all Board meetings and take the appropriate minutes of such proceedings.
- Give all required notices to the members and/or the Board of Directors prior to the next Board meeting.
- Provide minutes of the meeting to Board Members within 7 days after the meeting, make any necessary corrections and re-send corrected minutes to the Board within 7 days of receiving corrections
- Be a signing officer of the Corporation.
- Maintain all records, correspondence contracts, and other such documents belonging to the Corporation, which s/he shall deliver only when authorized by a resolution of the Board to do so, and to such person(s) as may be named in the resolution.
- Maintain the flow of information to the association members using the Sports Headz app, website, Facebook, Twitter, and any other social media platforms chosen by the Board.
- Create and maintain user accounts for all coaches or webmasters and monitor individual team websites for appropriate material
- Be responsible for the advertising and promotion of the corporation and its programs by means including, but not limited to newspaper ads, signboards, bulletin board notices, newsletters, etc.
- Sit on the Constitution Committee (Chair), Tournament Committee and Resolution Committee



Treasurer

- Keep and maintain full and accurate accounts of all receipts and disbursements raised and expended in the name of the Corporation in the manner set out herein.
- Report on all the financial activities of the Corporation in a manner and at such time as set out herein.
- Sit on the Finance and Budget Committee (Chair) and the Constitution Committee
- Be the custodian of the Seal of the Corporation
- Be responsible for reviewing statements relating to the operations of activities and events.
- Work in conjunction with other board members to oversee the collection of registration fees for all aspects of hockey- issue invoices and receipts as required.
- Be a signing officer on all accounts of corporation money.
- Be responsible for reporting on all the accounts monthly.
- Maintain a list of corporate assets (computers, printers, etc.)
- Be responsible for and have access to the books until annual audit is completed and approved, however, signing authority will end at the AGM

Director of Risk

- Be responsible for all newly implemented programs for all members of the Association
- Be responsible for the discipline of the policies and procedures by the coaches and trainers
- Be responsible for all waivers for all players and volunteers and ensure compliance
- Enforce policies, rules, and procedures of the Association, the GLHA, Alliance Hockey, Ontario Hockey Federation, and Hockey Canada as well as any applicable laws.
- Be responsible for creating a record of all disciplinary actions at all levels, including players, bench staff and Board Members.
- Work in conjunction with the Registrar to ensure all CRCs and waivers required by all players and volunteers are provided/updated
- Be responsible for ensuring the safety of all players during the season
- Maintain confidentiality



Ice Convenor

- Be responsible for acquiring and scheduling all ice time for the Corporation's hockey program.
- Be responsible for liaison with the appropriate referee associations for the purpose of ice allocation and assignment of referees.
- Consult with the respective external ice and referee officials, the Vice president of House League, the Vice President of Competitive and notify the Vice President of league games for the scheduling of timekeepers
- Monitor and report on the utilization of ice.
- Be responsible for liaison with Alliance.
- Be responsible for Tournament ice and working with the Tournament Director in conjunction with ice allotments.
- Collect keys from outgoing board members and redistribute keys to incoming board members as well as maintaining an up-to-date list of who has possession of keys and alarm codes

Vice President of Competitive

- Produce a contact list for all London Bandits Minor Development teams as required by the Board.
- Be responsible for registering all London Bandit players and coaches in clinics and follow up with a collection of fees or reimbursement of fees, as appropriate.
- Sit on the Competitive Coach Selection Committee (Chair) and the Finance and Budget Committee, the Ethics and Discipline Committee (when applicable) and Resolution Committee (when applicable)
- Recommend Competitive Coaches and Bench Staff to the Board for approval.
- Be responsible for the movement of players between the Corporation's Competitive and House League Program
- Issue travel permits for London Bandits teams.
- Sit on the GLHA London Jr Mustangs Committee in an advisory role to the program and attend their meetings
- Bring forth another committee member to the board to attend the GLHA London Jr Mustangs Committee.
- Participate on the GLHA London Jr Mustangs Coaches Selection Committee
- Be responsible for the movement of players between the Corporation's Competitive programs
- Annual review of the Coaches Manual and work in conjunction with Vice President of House League to ensure the same forms are being used where need be and alter where competitive forms are different and ensure that the Secretary has all necessary documents to post prior to the start of the season
- Review team budgets, account activity statements and address team concerns about budget
- Sign off on team accounts prior closure of accounts at the end of season
- Ensure all coaches, volunteers, and trainers remain informed of new policies
- Work with the Registrar to complete an updated list of all coaches and coaching staff.
- Provide updated list of all coaches and coaching staff to Registrar
- Run a coaches meeting and a parent rep meeting at the beginning of the season



Vice President of House League

- Be responsible for all House League teams, including all aspects of their operation, representing same at the Community Hockey League or respective representative association.
- Sit on the House League Hockey Coach Selection Committee (Chair), the Finance and Budget Committee, the Ethics and Discipline Committee (when applicable) and the Resolution Committee (when applicable)
- Recommend House League coaches and Bench Staff to the Board for approval.
- Attend the Community House League (CHL) meetings as a voting member representing London Bandits
- Recommend to the Board, an individual to serve as a second London Bandits representative on the CHL Board, and an individual to serve as an alternate London Bandits rep on the CHL Board
- Be responsible for the annual House League coaches/managers/parent rep meeting at the beginning of the season.
- Annual review of the Coaches Manual and work in conjunction with the VP of Competitive Hockey to ensure the same forms are being used where need be and alter where competitive forms are different and ensure that the Secretary has all necessary documents to post prior to the season beginning.
- Review team budgets, account activity statements and address team concerns about budget
- Sign off on team accounts prior closure of accounts at the end of season
- Ensure all coaches, volunteers, and trainers remain informed of new policies
- Work with the Registrar to complete an updated list of all coaches and coaching staff.
- Request travel permits from Vice President of Competitive for the House League teams

Director of Equipment

- Be responsible for the issuance, return, and inventorying of all Corporation equipment and jerseys, the maintenance and storage of same, and the keeping of all records for the signing of all issuances and returns by team coaches.
- Authorize the respective use of jerseys and equipment by all Corporation teams.
- Sit on Finance and Budget Committee
- Do an annual inventory of all equipment and report back to the board replacements needed, equipment repairs, and equipment not returned.
- Responsible for obtaining quotes on equipment and jerseys.
- Be responsible for ensuring a budget is followed.
- Assist the tournament committee with color conflicts for the House League division.



Player Development

- Work with the Vice President of House League and Vice President of Competitive to establish and administer development programs for players and coaches.
- Organize clinics.
- Be a point of contact for coaches regarding player skill development.
- Create a budget sheet and work with President/Ice convenor on an appropriate budget.
- Collection of fees, in conjunction with the Treasurer and Secretary
- Be a point of contact for the goalie clinic and organize this program.
- Provide information to Secretary for the advertisement of upcoming clinics
- Sit on Tournament Committee and Constitution Committee

Tournament Chair

- Be responsible for the organization of the Dan Pulham and Memorial Tournaments, including (but not limited to) the completion of all documentation required by the Alliance (including obtaining permits for the sanctions of the tournament), scheduling timekeepers for the tournaments, ordering awards/trophies, work with a company that offers hotel rebates, and coordinating vendors and volunteers
- Chair the Tournament Committee and sit on Finance and Budget Committee
- Ensure that all London Bandits Board teams are entered and have registered for the Dan Pulham and London Bandits Memorial Tournaments
- Signing authority for all contracts required for the tournament's Board approval, seeking tender for hotel rebates.
- Ensure that all rosters and travel permits are approved 2 weeks prior to the tournament start date.
- Ensure that the London Bandits Memorial Tournament continues to honor Jayden Elmore by naming the U10/U11 Division the Jayden Elmore division
- Ensure that the London Bandits Memorial Tournament continues to honor Neil Barker by naming the U16/U18 division the Neil Barker division.
- Ensure that the London Bandits Memorial Tournament continues to honor Brian Sturgeon by naming the U14/U15 division the Brian Sturgeon division
- Ensure families of the Memorials are notified of the tournament well in advance so they can be a part of the opening ceremonies and closing ceremonies of each of those divisions.
- The Memorial will be reviewed after 5 years to enable the process of other families being recognized as well. The tournament director will bring forth to a board meeting for approval.
- Complete final balance sheets and provide to Treasurer and the Board
- All expenditures not associated with key issues in the tournament must be brought to the London Bandits Board for approval. I.e., jersey, net purchases



Directors at Large (3 Positions)

- Plan, host, promote and maintain corporation fundraising events, such as (but not limited to) Picture Day, Skate with Santa, Coach's Appreciation Night, Night with the Knights, Round Up Awards, and Round Up Dance
- Follow issued budgets and bring event plans to the Board for approval.
- Oversee and enforce all fundraising and promotions policies.
- Provide a letter for HL and Competitive teams to obtain sponsorships.
- Coordinate and arrange for sponsors for House League teams.
- Report on the status of the sponsorship activity to the Board of Directors
- Confirm the payment of all sponsorship fees with the Corporation's Treasurer
- Serve as the principal contact with all sponsors and liaise with sponsors regarding the activities of the Corporation.
- Provide a protected list of sponsors.
- Be responsible for forwarding information to the Secretary for posting on the website.
- Be responsible for parent-rep meetings at the beginning of the season and before playoffs.
- Responsible for clothing and swag
- Responsible for enforcing clothing policy
- Responsible for organizing nominations for AGM
- Sit on Tournament Committee, Constitution Committee and Finance and Budget Committee
- Be responsible for coordinating the volunteer activities associated with the tournaments, pre-season ice, and any other activity requiring volunteers

Division Convenors (House League IP (U7), U8/U9, U10/U11, U12/U13, U14/U15, U16, U18 & U21 and Competitive U9 -U13, U14 - U21)

- Be responsible for coordinating and managing all facets associated with the operation of their specific division, including sending updates for posting on the website
- Be responsible for the movement of players within the House League system
- Attend annual House League coaches meeting, Parent Rep meetings and CHL meeting
- Sit on the Ethics and Discipline Committee and Resolution Committee, as necessary
- Prepare a report for a monthly board meeting
- Attend as many home games within division as possible
- Collaborate with Directors at Large to supply support to the Convenor position.
- Support the Playoffs
- Volunteer during Championship weekend.
- Attend the Round Up Awards Banquet and support the Directors at Large.

NOTE: One cannot be the convenor of your own child's age group at the Competitive level- it is a conflict of interest



BYLAW 13- BOARD COMMITTEES

Each year, at the first regular meeting after the AGM, the Board of Directors shall establish the following committees for the purpose of conducting defined tasks. Each committee shall have a minimum of five (5) members, with two (2) alternates in the case of a conflict of interest or extenuating circumstances where an appointed committee member cannot attend. The respective Committee Chairperson will be responsible for organizing the committee and will report to the Board of Directors on the activities of the committee. Such reports, if appropriate, shall contain recommendations for approval and implementation by the Board of Directors. Each committee must have a secretary and minutes formed for the board.

Competitive Coach Selection Committee

The Board of Directors shall establish a Competitive Coach Selection Committee consisting of (but not limited to) the Vice President of Competitive (Chair), President, Director of Risk, a Lifetime Member (if available) and the Convenor of the age group being interviewed.

The Vice President of Competitive is responsible to bring a list of all candidates interviewed for the position along with the recommendations of the Committee for the upcoming year's coach selections for the Board's approval.

The Vice President of Competitive is responsible for advising the successful coaches, forwarding said selections to the Secretary to post on the website, and sending thank you notes and letters of decline to unsuccessful candidates.

House League Coach Selection Committee

The Board of Directors shall establish a House League Coach Selection Committee consisting of (but not limited to) the Vice President of House League (Chair), Vice President, Director of Risk, a Lifetime Member (if available) and the Convenor of the age group being interviewed.

The Vice President of House League is responsible to bring a list of all candidates interviewed for the position along with the recommendations of the Committee for the upcoming year's coach selections for the Board's approval.

The Vice President of House League is responsible for advising the successful coaches, forwarding said selections to the Secretary to post on the website, and sending thank you notes and letters of decline to unsuccessful candidates.



Constitution Committee

The Board of Directors shall establish a Constitution Committee consisting of (but not limited to) the Vice President, Secretary (Chair), Treasurer, Player Development and a Director At Large.

The Committee shall review the Constitution to ensure that it is current in terms of the Corporation's operation.

The Chairperson will report on the results of the review to the Board of Directors, a minimum of 30 days prior to the AGM of each year and shall include any recommendations for change to the Constitution.

Ethics and Discipline Committee

The Board of Directors shall establish an Ethics and Discipline Committee consisting of (but not limited to) the Vice President of House League or Competitive (dependent upon where the infraction has taken place- i.e.: an issue in the House League will warrant the Vice President of House League) , Vice President, Director of Risk, a Lifetime Member (if available), a Competitive or House League Convenor (dependent upon where the issue has taken place- i.e.: an issue in the House League will warrant a convenor from House League).

Chair of the Ethics and Discipline Committee shall be the Vice President of Competitive or of House League, depending on which Vice President is on the Committee.

The Committee shall:

- Ensure all disciplinary meetings are documented and filed.

- Ensure disciplinary action is consistent.

- Ensure disciplinary action is conducted.

- Advise the Board of Directors what the disciplinary action is to be taken in camera

Resolution Committee

The Board of Directors shall establish a Resolutions Committee consisting of (but not limited to) the President (Chair and deciding vote), Vice President of House League, Vice President of Competitive, Secretary, Director of Risk, a Lifetime Member (if available).

If there is a conflict of interest, the Chair will appoint another board member to fulfill the role(s) where the conflict exists.

This committee shall deal with all conflict on the Board of Directors, all issues brought to the Board of Directors by the GLHA or Alliance or Member Associations and as directed by the President.



Finance and Budget Committee

The Board of Directors shall establish a Finance Committee consisting of (but not limited to) the Treasurer (Chair), Ice Convenor, Registrar, Director of Equipment, Tournament Director, a Director At Large, Vice President of House League, and Vice President of Competitive.

The Committee shall:

Proactively manage budget.

Review all financial reports from tournaments, fundraising, etc.

The Budget must be voted on by the Board of Directors prior to the AGM.

The Budget must then be voted on, by membership at the Annual General Membership Meeting.

Tournament Committee

The Board of Directors shall establish a Tournament Committee consisting of (but not limited to) the Tournament Director (Chair), Secretary, Ice Convenor, and a Director at Large.

The Committee shall be responsible for coordinating the organization and delivery of the Corporation's House Leagues Memorial tournaments and Competitive tournaments.

The Chairperson shall report on the tournament activity to the Board including the financial operation at all Board Meetings

BYLAW 14- AFFILIATION

Greater London Hockey Association (GLHA) Affiliation

The Corporation, being a Greater London Hockey Association affiliate, subscribes to the Hockey Canada, Alliance and CHL Constitution and By Laws, as established.

All members of the Corporation shall give all due respect to the executive, convenors, and representatives to the governing bodies of hockey.



BYLAW 15- MEMBERS

The membership of the Corporation shall consist of three categories of individuals as follows:

1. Active Members shall include all individuals involved in the administration of the Corporation as elected or appointed Directors or Officials, all Coaches and Managers, and any other regularly involved volunteers and all players aged eighteen (18) years and older.
2. Parent Members shall include all parents and/or guardians of registered players where the latter are under the age of eighteen (18) years.
3. Lifetime members taking an active role in the association such as: attending meetings, sitting on a committee, and/or mentoring, may stand as a lifetime member at the AGM and be a voting member. If the Lifetime member has not been an active member in the association, their vote at the AGM will be null and void.

Suspensions of Membership

The President, the VP of Competitive, and the VP of House League may suspend any coaches and/or players from participating in the Corporation's program, with cause. Such suspension may be in addition to any suspension levied by the Greater London Hockey Association and /or Alliance Hockey respecting the event in question or other such events. Any suspension of fewer than 2 weeks would be dealt with by the VP of House League or VP of Competitive. If the suspension is greater than two weeks and less than one month, it will be brought to the Ethics and Discipline Committee for resolution. If the suspension is greater than one month, it must be approved by the Board of Directors, after the Ethics and Discipline Committee has reviewed the investigation.

The Resolution Committee may suspend any Active member (Parent, Board Member) from participating in the Corporations' program. Such suspension may be in addition to any suspension levied by the Greater London Hockey Association and /or Alliance Hockey respecting the event in question or other such events. This suspension would be pending an investigation and would be heard within 5 days.



Termination of Membership

Any member may resign from the Corporation by mailing a written notice of resignation or emailing an electronic notice of resignation to the Secretary, accompanied by payment of all monies owing to the Association.

Members may be censured, suspended, or expelled for breach of the By-laws, or Rules and Regulations of the Corporation.

Termination of membership, whether by resignation, expulsion, or otherwise, shall forthwith remove all rights within the Corporation of the member, but shall not be deemed to discharge any financial obligation of the member to the Corporation accrued prior to the date of such termination and not then fulfilled.

All matters respecting censure, suspension and expulsion of members and termination of membership shall be under the ultimate control and direction of the Board of Directors and its Ethics and Discipline Committee.

Any removal of board members prior to their term ending, by the vote of the board, will not be able to stand for election for the next 2 years.

When a Board member leaves a position on the Board, all signed contracts, other documents, keys, and/or equipment need to be forwarded to the newly elected/appointed person replacing them as soon as possible.



BYLAW 16- PLAYER/PARENT/TEAM GRIEVANCES

Protocol for Grievances:

Step 1. Complaint to parent rep

Step 2. Complaint to coach

Step 3. Complaint to convenor & VP of House League or VP of Competitive

Step 4. Complaint to Ethics and Discipline Committee

Step 5. Complaint to the Board of Directors

With Step 5, any parent or legal guardian or volunteer/director of the board with reason can appeal a decision made by the resolution committee. Their complaint must be in writing to the Board of Directors, along with a \$200.00 fee. The complaint shall be tabled at the next regular meeting of the Board unless the Board determines that expedience be required; in which case a special meeting of the Board shall be called to hear the complaint. The Complainant shall have the \$200.00 fee returned to them at the completion of the complaint if they win the complaint.

If the Board determines that a hearing is necessary, the Complainant and the person or persons complained about, shall be notified of the time and place of such meeting, and shall have the right to appear at the meeting and be heard. A notice of 48 hours must be given.

Refund policy:

If a refund is requested prior to September 1, a standard administration fee of \$50 will be charged.

If a refund is requested before October 15, \$100 of paid fees plus a \$50 administration fee will be charged.

If a refund is requested before December 1, 50% of registration plus a \$50 administration fee will be charged.

Requests for refunds will not be accepted after November 30th.



BYLAW 17- ELIGIBILITY

Coaches and Staff Eligibility

The selection of all London Bandits coaches, assistant coaches, managers, and trainers shall be approved by the Board of Directors.

The assignment of London Bandits coaches, assistant coaches, managers, and trainers applies for the current hockey season only.

All approved coaches, assistant coaches, managers, and trainers shall be registered with Hockey Canada as required, after their approval by the board of directors.

The annual selection of coaches, assistant coaches, managers, and trainers will be the responsibility of the Coaches Selection Committees, subject to approval by the Board of Directors.

All Coaches, assistant coaches, managers, and trainers approved by the Board of Directors must submit a current valid vulnerable sector check as soon as they have accepted their position if none is already filed with the corporation. Coaches also require all Hockey Canada requirements such as (but not limited to) Gender Identity, Rowan's Law, etc. Failure to comply will result in removal from that position until such a time that the said person supplies the necessary documentation.

Player Eligibility

All persons playing for a Corporation member team shall provide at the time of registration, a bona fide birth certificate from the Country and/or Province of their birth, to be considered eligible if none is already filed. Baptismal certificates, hospital certificates, and health cards will not be acceptable for this purpose.

All players with Corporation member teams are affiliated with the Greater London Hockey Association and as such will conform to player categories as established by such bodies.

If the ability of a player is not considered adequate for his or her age level, for the good of the player, the Vice President of House League may place him or her in a category where he or she can participate for a period of one season, at which time he or she will compete at his or her proper age level. Alliance will have to be consulted and approval given to the player for tournaments.

Players with corporation member teams may also play for their respective elementary or high school teams but cannot be registered with any other association.



BYLAW 18- HOUSE LEAGUE

Players participating in the House League Program will be assigned to teams at the beginning of the hockey year such that the teams are balanced in playing ability and numbers as closely as possible.

Should adjustments be required, re-assignment of players may take place up to December 2nd of each year, or thereafter with the approval of the Board of Directors.

Convenors shall manage each category and all players shall receive equal ice time.

Practice time shall be allocated according to ice availability, and as evenly as possible amongst all house league teams, with preferably one hour of practice every week.

The Coaching staff for each team shall be responsible for all equipment and sweaters issued to their respective team, shall collect the sweaters after each game, maintain them, and keep them in their care until the next official game, or the end of the season, whichever first occurs.

Team-issued sweaters must be worn for all tournament games.

At no time are sweaters or game socks to be used for practice. Sweaters may only be worn for League Games and tournaments and must be approved by the board to wear at other functions, such as Knights' games or the Santa Claus Parade.

Only jerseys issued by the League can be used for all League games and tournaments.

The coaching staff for each team shall sign out equipment at the start of the season and return the same at the end of the season to the Director of Equipment.

In the event of loss or misuse, the team who signed out such sweaters or equipment may be charged for the cost of replacement.

The season shall end for all teams of the Corporation after their last regular season or play-off game unless written permission is received from the Board of Directors. In the case of Select Teams, the season will end March 31st of each year, unless approved by the Board of Directors.

The coaching staff is responsible for team players from the time they enter the dressing room until they leave the dressing room after a game. Refer to the Ontario Hockey Federation Dressing Room policy.

All Bandit teams are required to enter the respective tournament with which they are affiliated. For example, House League teams are required to enter the London Bandits Memorial Tournament. All coaches are responsible for registering their own teams into their respective tournaments.

All Bandits teams are required to have the Vice President of House League sign off and close their bank accounts at the end of the fiscal year season and no later than April 20th.



BYLAW 19- COMPETITIVE

Players for the competitive teams shall be selected by the coach (or coaches) for the respective team.

Should a player not be selected for a competitive team, it is the responsibility of the Seeded and Competitive coaches to see that he or she is directed to the appropriate House League division convenor. The coaching staff is responsible for team players from the time they enter their dressing room until they leave the dressing room after a game/practice. Refer to the Ontario Hockey Federation Dressing Room Policy

Ice will be available by your association and assigned as required.

The coaching staff or delegated person of each team shall be responsible for all equipment and sweaters issued to their respective team, shall collect the sweaters after each game, maintain them and keep them in their care until the next official game or the end of the season, whichever first occurs.

At no time are sweaters or game socks to be used for practice.

The coaching staff shall sign out equipment at the start of the season and return the same at the end of the season to the Director of Equipment.

All equipment and sweaters are to be returned clean, hung up and in their appropriate bags.

Team issued sweaters are to be worn for all league games and tournament games.

In the event of loss or misuse, the team official who signed out such equipment may be charged for the cost of replacement.

The season ends for all teams of the Corporation after their last regular season or playoff game unless written permission is received from the Board. In the case of Select Teams, the season will end on March 31st of each year, unless approved by the Board.

All team fees and any outstanding balances owing to the Association must be paid to the Corporation and bank accounts are to be closed by April 20th, after the Vice President of Competitive has signed off. At that time, a final statement will be supplied to the Board of Directors and to team parents.

All Bandit teams are required to enter the respective tournament with which they are affiliated. For example, competitive teams are required to enter the Dan Pulham Tournament. All coaches are responsible for registering their own teams into their respective tournaments.



BYLAW 20- FINANCES AND SIGNING AUTHORITY

Fiscal Year

Unless otherwise approved by resolution of the Board of Directors, the fiscal (financial) year of the Corporation shall be May 1st to April 30th.

Signing Officers

The Signing Officers of the Corporation shall be the President, Vice-President, Treasurer, and Secretary

All deeds, transfers, licenses, contracts, and/or engagements established on behalf of the Corporation and approved by a resolution of the Board of Directors shall be signed by any two (2) of the designated signing officers.

All cheques, bills of exchange, or other orders for the payment of money associated with the normal operation of the Corporation shall be signed by any two (2) of the designated signing officers.

All notes or other evidence of indebtedness issued in the name of the Corporation and as approved by resolution of the Board of Directors shall be signed by any two (2) of the designated signing officers.

Any investment of Corporation assets, as approved by resolution of the Board of Directors, shall be signed by any two (2) of the designated signing officers.

In the event there is a family relationship (including but not limited to husband, wife, brother, sister, parent, or child) between signing officers, such relationship will be declared, and a replacement signing officer or officers may be selected from the remaining Board members if deemed necessary by the Board. The selection will be evidenced by a resolution of the Board of Directors.

Banking

All banking service requirements of the Corporation shall be an appropriate banking service agreement with any chartered bank, trust company, or other financial institution as approved by the resolution of the Board of Directors from time to time.

All receipts of the Corporation shall be deposited by the Treasurer (or his or her designate) in the name of the Corporation with the selected chartered bank, trust company, or other financial institution.

The day-to-day administration of all bank accounts established to conduct, in whole or in part, the business of the Corporation shall be the responsibility of the Treasurer.



The respective hockey teams of House League and Competitive may open "team bank accounts" but the same shall not be opened in the name of the Corporation.

Team bank accounts may have an account for the purpose of annual operations and must be at zero at the end of each hockey season.

Regular monthly statements are to be given on all Corporation accounts.

Financial Records and Reporting

The books of account shall be maintained on an accrual basis, consistent with financial record-keeping requirements for "non-profit organizations" and to the extent, they reflect the complete operating results of the activities conducted in the name of the Corporation.

All expenditures of the Corporation will be recorded and reported gross of related revenues.

The Treasurer will submit, at the annual meeting of the members of the Corporation, for their approval, the Corporation's financial statements and notes as applicable to date.

The Treasurer will submit monthly, to the Board of Directors for their approval, an appropriate report on the status of the Corporation's financial activity and position.

An outside audit will be done yearly.

Purchasing

The principal basis for the purchase of supplies and services will be as provided by the annual budget approved by the Board of Directors. The purchase of supplies and services not included in the budget requires a resolution of the Board of Directors before the same is acquired or contracted.

Contracts for the purchase of supplies and services require a resolution of the Board of Directors.



BYLAW 21- SEAL

The Seal, an impression of which is stamped in the margin, shall be the corporate seal of the Corporation.

BYLAW 22- EQUIPMENT

Corporation Colours

Sweater colors and design for the Corporation shall be established by the Equipment Manager, with the same being subject to the approval of the Board of Directors.

Corporation Clothing

Any use of the London Bandits name or form thereof (written or visual) or of the London Bandits Association logo or facsimile of such, is prohibited unless prior written consent is received from the Board of Directors.

BYLAW 23- TEAM FUNDRAISING

Teams wishing to raise funds for team activity shall notify the Directors at Large, in writing, of the purpose of the team fundraising event. The appropriate event report, respecting the event, is to be submitted to the team within thirty (30) days of the date the fund-raising event ends.

The coach or manager shall submit, to the Board of Directors, at the conclusion of each hockey season, a complete financial statement relating to the operation of the team.

Team officials, players, or team parents shall not solicit money, goods and/or services from Corporation sponsors.



Definitions

- a. "Act" means the *Not-for-Profit Corporations Act, 2010* (Ontario) and, where the context requires, includes the regulations made under it, as amended, or re-enacted from time to time.
- b. "AGM" means Annual General Meeting.
- c. "Board" means the Board of Directors of the Corporation.
- d. "By-laws" means this by-law (including the schedules in this by-law) and all other by-laws of the Corporation as amended and which are, from time to time, in force and effect.
- e. "Chair" means the chair of the Board or Committee.
- f. "Corporation" means the corporation that has passed these by-laws under the *Act* or that is deemed to have passed these by-laws under the *Act*.
- g. "Director" means an individual occupying the position of director of the Corporation by whatever name he or she is called.
- h. "Member" means a member of the Corporation.
- i. "Members" means the collective membership of the Corporation.
- j. "Officer" means an officer of the Corporation.
- k. "Quorum" means the minimum number of members that must be present at any of its meetings to make the proceedings of that meeting valid.