



Osgoode Richmond Hockey Club (“ORHC”)

Osgoode Rideau Minor Hockey Association (“ORMHA”)
Richmond Munster Minor Hockey Association (“RMMHA”)

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TABLE OF CONTENTS

Article 1 - Introduction

1. Background
2. Our Mission
3. Voting Procedures

Article 2 -Organizational Structure

1. ORHC Board of Directors
2. Elections

Article 3 - Administrative Operations

1. Finance
2. Registration
3. Equipment
4. Ice Allocation
5. ORHC Website
6. Sponsorship and Fundraising
7. Transfers from other Associations

Article 4 - Hockey Operations

1. Team Count Determination
2. Coach Selection
3. Tryouts and Team Selection

Article 5 -Formation and Dissolution of the ORHC

1. Associations' Contributions at Formation
2. Annual Allocation of Associations' Contributions at Formation
3. Dissolution Process
4. Disbursements at Dissolution

ARTICLE 1 - INTRODUCTION

1. Background

The competitive divisions of ORMHA and RMMHA (collectively the "Founding Associations" or "Associations") will be represented by the separate and distinct association Osgoode Richmond Hockey Club ("ORHC"). ORHC will be incorporated (without share capital) as its own non-profit organization. This 'to-be-created' association will participate in the Ottawa "B" Minor Hockey League ("OBMHL") as the Osgoode Richmond Romans, in accordance with the terms of this Constitution.

2. Our Mission

Through our membership:

1. We will provide, wherever possible, a competitive Rep 'B' hockey program for all levels offered through the OBMHL;
2. We will promote healthy and safe competition;
3. We will create positive life experiences with the objective to maintain and increase interest in the game of hockey;
4. We will promote respect and sportsmanship in all aspects of the game of hockey, for all players, coaches, team officials, game officials, and executive officers; and
5. We will be open and consistent in the interpretation and application of rules, regulations and policies.

3. Voting Procedures

1. Additions, deletions or changes to this Constitution may only be made at the ORHC Annual General Meeting ("AGM") or at a Special Meeting called for this purpose, and then only by a two-thirds (2/3) majority of eligible voting members in attendance and a three-quarters (3/4) majority of the President, Vice-President and the Associations' Presidents (Directors at Large). For this purpose the ORHC President will have a vote. A minimum of six weeks public notice is required to schedule a Special Meeting for this purpose.
2. Eligible voting members in attendance at the AGM or Special Meeting will be: one representative from each family that has a player or players on a Romans roster during the current hockey season, the Coaches, Assistant Coaches, Trainers and Managers who are on a Romans roster during the current hockey season, and the members of the respective Associations' Boards of Directors and ORHC's Board of Directors. Only one vote per member will be permitted, regardless of the number of positions held by a single person on the Boards, and including their representation on behalf of the family of a player or players.
4. Notices of motions, correspondence, constitutional amendments, or other matters for consideration at the AGM can only be put forward by ORHC Members in good standing, and shall be made in writing to the ORHC Secretary no later than four (4) weeks prior to the AGM.
5. The AGM will be held on the 2nd Tuesday of April and the date of the meeting must be made public six weeks (6) in advance of the AGM.
6. Non-constitutional decisions will be decided by a majority vote of the ORHC Board of Directors. This majority vote must include the approval of one member of each Association's elected representatives. The ORHC President will/may only vote in the event of a tie.

7. A quorum will consist of at least 6 ORHC Board of Director members, which must include at least one of each Association's elected representatives.

ARTICLE 2 - ORGANIZATIONAL STRUCTURE

1. ORHC Board of Directors

The ORHC Board of Directors will consist of the following voting positions:

1. President or Vice-President – RMMHA Director of Competitive Hockey or designate (President in 2, Vice-President in 1)
2. President or Vice President– ORMHA 2nd Vice President, Competitive or designate (President in 1, Vice-President in 2)
3. Director at Large – President of RMMHA
4. Director at Large – President of ORMHA
5. Technical Director (2 year term that begins and ends in 1)
6. Treasurer (2 year term that begins and ends in 2)
7. Secretary/Hockey Operations Administrator (2 year term that begins and ends in 1)
8. Risk & Safety Officer (2 year term that begins and ends in 2)
9. Ice Scheduler (2 year term that begins and ends in 1)
10. Registrar (2 year term that begins and ends in 2)
11. Webmaster (2 year term that begins and ends in 1)

The ORCH Board of Directors may decide to add additional members in ancillary, non-voting roles.

Term Legend:

1 – Hockey season ending in an odd numbered year

2 – Hockey season ending in an even numbered year

Board meetings shall be chaired by the President. Board meetings shall be held a minimum of six times per year, as determined by the ORHC Board of Directors. ORHC will submit its annual report to the Associations at least one week prior to their respective AGMs.

The ORHC Board of Directors shall govern in a manner consistent with the Constitution, Bylaws, Rules and Regulations of Hockey Canada, Hockey Eastern Ontario and its affiliate Hockey Eastern Ontario Minor Association, the OBMHL, the RMMHA and ORMHA Constitutions, and the ORHC Policy and Procedures Manual (to be developed).

2. Elections

1. The Technical Director, Treasurer, Hockey Operations Administrator/Secretary, Risk & Safety Officer, Ice Scheduler, Registrar, and Webmaster positions will be voted on by the members of ORHC at the AGM or at a Special Meeting called for this purpose. The date of this Special Meeting must be made public two(2) weeks in advance of the Special Meeting. If no person stands for these positions, the ORHC Board of Directors can appoint a person to fill a vacant position for a one year term.
2. Following the opportunity for nominations received from the floor, a vote will be held by an open ballot for the election of Board members. Each position will be voted on separately and the winner will be the individual obtaining a majority of votes for that position. An individual may only hold one board position.

3. The ORHC Board of Directors will endeavour, wherever possible and with consideration to qualifications, to ensure that a minimum of four representatives from each Association are on the ORHC Board of Directors.
4. In order to be eligible for election to the ORHC Board of Directors, one must have a current, Vulnerable Sector Police Records Check, and must have completed Respect in Sport and Gender Identity Training.

ARTICLE 3 - ADMINISTRATIVE OPERATIONS

The ORHC Policy and Procedures Manual is recognized as the day-to-day guide for operations. Where information is duplicated, the information included herein will supersede the information provided in the policy manual.

1. Finance

ORHC will maintain a financial account. The Treasurer shall prepare a budget for each season and propose the ORHC Club and Team fees. The Treasurer shall submit the budget to the ORHC Board of Directors for approval. The ORHC Board of Directors will ensure that an appropriate reserve fund is budgeted for the Club.

Upon completion of ORHC tryouts, and following the submission of team lists to the respective Associations, the Finance Officers from both Associations shall transfer the registration fees paid by competitive players, less Association related shared costs, to the ORHC account. The ORHC Club and Team fees will be collected from each competitive player by the competitive team managers. The ORHC Club fees will be submitted to ORHC. Each competitive team will retain the ORHC Team fees for their operations.

ORHC shall be responsible to reimburse the respective Associations for any ORHC related expenses, paid on their behalf by the respective Associations. The Associations will be responsible to advise and obtain pre-approval from ORHC when expenses are being paid on ORHC's behalf. Wherever possible, ORHC shall pay its expenses directly.

All business conducted on behalf of ORHC shall be transacted through the ORHC account. At the end of every hockey season, a financial statement shall be prepared by the Treasurer and submitted to both Associations to be presented at their AGMs. Any expenditure not previously budgeted, in excess of \$1000, shall be subject to approval by the ORHC Board of Directors. A financial report shall be forwarded to the Associations' Finance Officers in October, January and at year end, prior to the home Associations' AGMs. Signing authority for ORHC cheques shall rest with the President, Vice-President, the Technical Director and the Treasurer. A minimum of two signatures will be required.

2. Registration

Each Association shall conduct their respective registrations prior to ORHC tryouts. Any player trying out for a position on an ORHC team shall be a registered in the Hockey Canada system. ORHC will conduct registration for the tryouts. Prior to tryouts, a list of all players shall be submitted by each home Association Registrar to the Hockey Operations Administrator. This will provide confirmation that the players are properly registered with one of the Associations. After all ORHC teams have been formed, team rosters shall be sent to each home Association in order to ensure that player placement is formally identified.

3. Equipment and Training

All equipment costs shall be funded under the ORHC account. Yearly equipment cost would include game jerseys, socks, helmet stickers, tryout jerseys, and coaching aids. When required, replacement jerseys shall be purchased (ORHC will budget annually for 1/4 replacement). ORHC will be responsible for all costs associated with training and certification for members of its teams' staffs and its Board of Directors. ORHC shall not be responsible to reimburse the home Associations for member training or certifications that occurred in prior years, when members were not part of ORHC.

4. Ice Allocation

The Associations are committed to providing a combined minimum of 3 hours of ice time per week per Romans team, from September 1 to March 31 of each hockey season. More hours may be required during tryouts. The number of hours of ice to be provided by each Association respectively will be proportionate to the number of players from each home Association registered with the ORHC for the previous season. The Associations will retain ownership of their respective ice contracts from which ice will be allocated to ORHC. Exact hours of ice allocated to ORHC by the Associations will be determined collectively by ORHC and the Associations, with strong consideration given to the hours allocated during the previous season and the requirements of a competitive hockey program. The Associations will have the final determination regarding the days and times for the ice time hours provided to ORHC.

Ice time will be allocated upon receipt of the ice contracts from the municipalities. ORHC will be responsible for all costs associated with the ice time it is allocated. ORHC may choose to independently pursue additional ice time and contract directly for this ice time.

5. ORHC Communications Plan

In order to facilitate administration, distribution of information, and communication to members, an ORHC website shall be maintained, and social media may be utilized. All forms of communication will respect information privacy rules and guidelines. The link to the ORHC site will be included on the home Associations' websites.

6. Sponsorship and Fundraising Activities

ORHC will not pursue club level sponsorships or fundraising activities. Individual team sponsorships shall be subject to approval by the ORHC Board of Directors. Fundraising shall be the responsibility of the individual teams.

7. Transfers from other Associations

Transfers from outside Associations or Districts will be considered on an as-needed basis, and will be subject to approval by the President, Vice-President and the Technical Director. Each individual team's competitiveness and individual player development will be assessed when determining the need for imports.

ARTICLE 4 - Hockey Operations

1. Team Count Determination

The teams count determination in the OBMHL shall be proposed in May and finalized in August, after both Associations have finalized registration.

2. Coach Selection

As per the ORHC Policy and Procedures Manual.

3. Tryouts and Team Selection

As per the ORHC Policy and Procedures Manual.

ARTICLE 5 - Formation and Dissolution of ORHC

1. Founding Associations' Contributions at Formation

At the date of this agreement, the contributions of each Association are recognized as follows:

Association	Cash	Assets	Total
RMMHA	\$34,965.59	\$0.00	\$34,965.59
ORMHA	\$0.00	\$31,853.75	\$31,853.75

Note: Assets are defined as sweaters, equipment and supplies.

2. Annual Update

ORHC shall maintain in its own books and records and will report annually to each Founding Association the results of its operations and its financial position. Should it be required, ORHC may request advances or loans from either or both of the Founding Associations. These requests are not considered Contributions unless otherwise agreed to under the terms of Article 1.3.

3. Dissolution Process

Either Association may choose to dissolve ORHC for the following season by providing notice on or before February 28 of the current hockey season. If the Club were to be dissolved for any reason, the disbursement of the assets will be decided by a majority vote of the ORHC Board of Directors, and will be based on Article 5.4.



4. Disbursement of Assets at Dissolution

Upon dissolution of ORHC and after payment of all debts, loans, and liabilities of ORHC, the remaining property of ORHC will be distributed to the Founding Associations:

- a) "pari passu" based on the original total Contributions at Formation as outlined in Article 5.1; and
- b) the pro-rata portion of the annual increase or decrease of the net assets of the ORHC as measured from May 1, 2018 to the date of dissolution. The pro-rata portion is calculated based on the respective players from each Founding Association as a portion of total players in ORHC in the respective hockey season.

5. Romans Name and Logo

At dissolution, ownership of the Romans Name and Logo will revert to ORMHA, unless otherwise agreed to by the ORHC Board of Directors.

RMMHA President  Date: MAY 2/18
 ORMHA President  Date: May 2/18

