**DISTRICT 5 MINOR HOCKEYASSOCIATION**

**(DISTRICT 5 MHA)**

**CONSTITUTION**



**ORGANIZED MAY 1, 1991**

**REVISED NOV 1996 / MAY 2004 / MAY 2005**

**REVIEWED MAY, 2006**

**REVISED** **MAY 2007 /MAY 2008**

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# ARTICLES

## Article 1 - Name & Affiliation

1.1 This Association shall be known as District 5 Minor Hockey Association hereinafter to be referred to as District 5 MHA.

1.2 District 5 MHA by virtue of its affiliation with the New Brunswick Minor Hockey Council (NBMHC) is a member of Hockey New Brunswick (HNB) and Hockey Canada (HC), the governing body of amateur hockey in Canada.

1.3 District 5 MHA shall coordinate the administration of all minor hockey within the approved boundaries of the member Community Club’s (Associations) and Female Associations .

## Article 2 - Aims and Objectives

2.1 To foster, encourage and improve all organized amateur hockey within the area under its jurisdiction.

2.2 To provide fun, recreation and healthful enjoyment through activities, development programs and competition for all who desire to participate in hockey, given due consideration to individual capabilities.

2.3 To teach fair play and sportsmanship, and to develop the skills of the players in its charge.

2.4 To have and exercise a general care, supervision and direction over players, teams, officials and executives of District 5 MHA with emphasis on the enhancement of good character and citizenship.

## Article 3 – Membership

3.1 Membership in District 5 MHA is open to all Community Club (Associations) and Female Association organizations registered with HNB/NBMHC and operating programs within the boundaries described as District 5.

3.2 New Community clubs (Associations) and Female Associations hereafter established within District 5 and have established geographical boarders within the counties of Charlotte, Saint John and Kings will automatically become members of District 5 MHA.

3.3 Application for membership of a Community Club (Associations) or Female Associations will only be accepted by District 5 MHA, if that Community Club (Associations) and Female Associations are in good standing.

3.4 An administrative fee will be paid by the Community clubs (Associations) and Female Associations to offset administration costs of District 5 MHA. Fee to be set annually at the AGM

## Article 4 – Amendments to Articles, By-laws & Regulations

4.1 At the AGM, The board of Directors of District 5 MHA may by a 2/3 majority of those present, establish, amend, reverse or repeal Constitution, Articles and By-laws. All amendments must be submitted to the secretary 30 days prior to the AGM.

# BY – LAWS

## By-Law 1 – District 5 Minor Hockey Association

1.1 District 5 Minor Hockey Association is a member of NBMHC and HNB from which it derives its authority and is thereby subject to all regulations and playing rules of Hockey Canada.

District 5 is Zone “B”, Region 4 and comprises of, but not limited to, the following Community clubs (Associations): Charlotte County, Hampton, Kennebecasis Valley, Lancaster, Saint John, St. Stephen, Sussex and River Valley - Saint John Female Association.

1.2 District 5 MHA shall form Peewee, Bantam, Midget and Minor Junior teams from within District 5 MHA as defined by this Constitution. Any player registered within the defined boundaries of District 5 MHA may try out for any District 5 MHA Development Hockey team for which he/she is eligible in accordance HC, and HNB Constitutions and Regulations.

## By-Law 2 - The Board of Directors

2.1 District 5 MHA Board of Directors shall consist of:

* President of District 5
* Vice or Past President of District 5
* Presidents of all Community clubs (Associations)
* Presidents of all Female Associations
* Presidents of any duly constituted and registered leagues
* President of EDZA South

2.2 The Member Community Club (Associations) and Female Associations of District 5 MHA shall be represented on the Board of Directors by each Area Community Club (Association) and Female Association President, and Presidents of any duly constituted and registered league and Chairperson of the Standing Committees.

2.3 The position of President shall be elected by the Board of Directors at their AGM in accordance with the HNB Constitution and by virtue of being named President, assume the position of District 5 Director - NBMHC.

2.4 The, Treasurer and Secretary shall be elected at the District 5 AGM. District 5 Board of Directors shall fill one of the positions of, Treasurer and Secretary**,** if these positions are not filled the District Director may appoint a member at large.

2.5 The Past President will sit on the Board of Directors for one year immediately following his term.

2.6 The Vice-President will be elected at the President’s first Board meeting on alternate years of the Past Presidents one year term.

2.7 Members of the Board of Directors or their representative shall be entitled to a single vote at meetings. The President shall only vote in case of a tie.

## By-Law 3 - District 5 MHA Board of Directors - Powers & Duties

3.1 The Board of Directors of District 5 MHA shall have ultimate and full operational Control of the affairs of District 5 MHA.

3.2 In the event that a member of the Board of Directors is unable to attend a meeting of the Board of Directors, he shall be required to send an alternative to represent him who shall have all the voting privileges of the Director he represents.

3.3 The President shall administer all discipline associated with match penalties, gross misconduct’s and the Code of Ethics contained in the NBMHC by-laws.

3.4 The Board of Directors may appoint a disciplinary committee to administer all other discipline of District 5 MHA in accordance with NBMHC Minimum Standards for Discipline.

3.5 The Board of Directors may readmit by resolution and a majority vote any Area Community Club (Associations), Female Associations**,** official, team or member of a team under suspension within its jurisdiction.

3.6 The Board of Directors shall determine all questions arising from emergencies not provided for in this Constitution, these By-laws or Rules and Regulations or in the rules of the Competition.

3.7 The Board of Directors may appoint people to represent them with special duties. These appointees will not be members of the Board of Directors nor will they have voting privileges.

## By-Law 4 – Elected and Appointed Positions - Powers & Duties

4.1 President

a) The President of the District 5 MHA is elected at the AGM for a two-year term.

b) Shall have the overall responsibility for all matters regarding the District 5 MHA.

c) He/She shall preside at all executive and general meetings.

d) He/She shall be an ex-officio member of all committees.

e) He/She may be one of the three executive members with financial signing authority.

f) Shall assume the position of District 5 Director and sit on the Executive Committee for NBMHC.

g) Shall communicate all information from Hockey Canada and HNB and NBMHC**.**

h) Shall be responsible for direct supervision of all Female Development Hockey Teams in the District.

4.2 Vice-President

a) The Vice-President is elected at the Presidents first Board meeting, for a one-year term in the absence of a Past President.

b) He/She shall assist the President in his duties.

c) He/She shall assume the duties of the President in their absence at which time he shall have all the rights and powers of the President. When acting as President he/she shall not vote except to cast a deciding vote.

d) He/She may be one of the three executive members with financial signing authority.

e) Shall be entitled to have a member of their community club serve on the clubs behalf while assuming the duties of District Director.

4.3 Past President

a) The Past-President will sit on the board of directors for one-year term, directly following his term as President.

b) He/She shall attend all monthly board meetings.

c) Act as advisory capacity with the right to vote.

d) He/She shall assist the President in his duties.

e) He/She shall assume the duties of the President in their absence at which time he shall have all the rights and powers of the President. When acting as President he/she shall not vote except to cast a deciding vote.

f) He/She may be one of the three executive members with financial signing authority.

g) Shall be entitled to have a member of their community club serve on the clubs behalf while assuming the duties of District Director.

4.4 Secretary

a) The Secretary is elected at the AGM for a one-year term.

b) Is responsible for issuing notices of all meetings at the request of the President.

c) Take and maintain records of proceedings and meetings and see to the publication and distribution of these minutes in consultation with the President.

d) Prepare agendas for meetings.

e) He/She may be one of the three executive members with financial signing authority.

4.5 Treasurer

a) The Treasurer is elected at the AGM for a one-year term.

b) Shall receive all monies payable to the District 5 MHA and deposit same in the bank account of the District 5 MHA.

c) Shall be one of three executive members of the District 5 MHA with financial signing authority.

d) Keep an accurate record of the finances of the District 5 MHA.

e) Issue cheques in respect to invoices approved by the Executive.

f) Present a report at District 5 MHA monthly meetings and a final report at the Annual General Meeting.

g) Recommend Season Annual Fee.

4.6 League Presidents

a) Shall be responsible for direct supervision of all Competitive and Recreational Teams in the District.

b) Shall report monthly to the Board of Directors as to the status of all teams in his charge.

c) Shall represent the Teams under his charge in matters directed to the Board of Directors.

d) Shall represent their respective leagues at the HNB AGM, and any other league function.

## By-Law 5 - Community Club (Associations)

5.1 The member Community Club (Associations) and Female Associations of District 5 MHA shall have full autonomy, within the terms provided for in District 5 MHA, NBMHC and Hockey Canada Constitutions and By-laws to function as local Minor Hockey Community Club (Associations) and Female Associations.

5.2 The area Community Club (Associations) and Female Associations will have a constitution and/or by-laws governing their local structure, elections and operations. The area Community Club (Associations) and Female Associations Constitution, By-laws and Rules and Regulations shall not conflict with District 5 MHA, NBMHC and Hockey Canada Constitutions By-laws, Rules and Regulations.

5.3 Each Community Club (Associations)and Female Associations will maintain financial independence and have authority to fund their operations in accordance with HNB Financial Policy.

5.4 The Community Club (Associations) and Female Associations will be responsible for the local administration of their respective hockey teams, which includes registration of players, provision and certificationof coaches and managers and solution of local problems.

5.5 Area Community Club (Associations) and Female Associations are responsible for ensuring that hockey players play at levels reflecting with their abilities and age and shall be expected to extend full cooperation in encouraging and providing players to the Development teams.

5.6 Each Community Club (Associations) and Female Associations will form competitive and recreational teams, which will be encouraged to play in the District SNBMH league. Female Associations will be encouraged to play in SNB Female League.

5.7 All players must be registered with their respective Community Club (Associations)and Female Associations prior to their participating in team selections at Development, Competitive or Recreational Levels hockey.

5.8 All players must be registered with District 5 Minor Hockey Association before trying out with a Female Development Hockey team. The female Development team and District Director will administer this registration.

5.9 Shall be responsible to monitor their team’s participation in tournaments.

## By-Law 6 - Community clubs (Associations) and Female Associations - Powers & Duties

6.1 The member Community Club (Associations) and Female Associations of District 5 MHA shall have autonomy within the terms provided for in the District 5 MHA, NBMHC and Hockey Canada Constitutions By-laws and Rules and Regulations to function as Minor Hockey Community Club (Associations) and Female Associations.

6.2 Member Community Club (Associations) and Female Associations shall report to the Board of Directors on an on-going basis those things, which directly affect the operation of District 5 MHA.

## By-Law 7 – Meetings

7.1. The Annual Meeting of District 5 MHA shall be held not later than May 20th of each year. Its purpose shall be to review the activities of the past season, to carry out elections and to consider policies aimed at improving the operations for the coming season. Also to amend the Articles and By-Laws of District 5 MHA Constitution.

7.2. The AGM order of business will include:

a) President’s Annual Report

b) Treasurer’s Annual Report

c) League Presidents Reports

d) Chairperson of Standing Committees

e) Constitutional Amendments

f) Election of Officers

g) New Business

7.3. Board of Directors Meetings shall be at the call of the President or as provided in the By-laws. In addition:

a) Shall hold meetings every 4-6 weeks.

b) If for any reason a meeting has not been called by the President within two weeks after being requested by two or more Directors, a meeting may be called and chaired by an elected member. Such meeting, subject to the rule of quorum, shall be legal and constitutional.

c) The quorum for the Board of Directors meeting shall be seven members.

7.4 a) Notice of meetings shall be given by the Secretary (Optional) to all members at least seven days prior to such meetings.

b) Emergency meetings of the Board of Directors may be called without the usual seven days notice provided that a quorum of the Board of Directors agree to such a meeting.

7.5 The quorum for the annual meeting shall be seven members.

7.6 Attendance at meetings other than District 5 Board of Directors will be by invitation only.

7.7 Community clubs (Associations) and Female Associations shall not miss more than 2 consecutive meetings subject to disciplinary action.

## By-Law 8 – Committee’s

* Nominating Committee
* Constitutional Review Committee
* Discipline Committee

## By-Law 9 - Policy Statements

9.1 Policy Statements are policies to provide a mode of procedure and direction for situations that affect Hockey operations in the District 5 that are not covered within the Constitution.

9.2 Any member of District 5 Board of Directors can present Policy Statements to the Board for approval.

9.3 Policy Statements can be amended anytime with the approval of the District 5 Board of Directors.

9.4 It is the responsibility of the Leagues and Community clubs (Associations) and Female Associations to honor District 5 Policy Statements.