



## 2017 Annual General Meeting Special Resolution

The following is the proposed Special Resolution to amend the By-laws of the Society New Westminster Minor Lacrosse Association.

### 1. Special Resolution to Update the Executive Positions

WHEREAS, the New Westminster Minor Lacrosse Association wishes to amend the By-laws of the club with the intent of making a change so that the Executive structure to do the following:

- Create a position for a Girls Vice President of Field Lacrosse
- Create a position for a Director At Large – Head Coach
- Update the maximum number of directors from nine to eleven

BE IT RESOLVED that Part 5 – Directors and Officers section 5.3 of the By-laws be amended to read as follows:

5.3 The following Officers shall be selected from the Directors elected at each Annual General Meeting of the Society:

- a) President
- b) 1<sup>st</sup> Vice President – Boys Box;
- c) 2<sup>nd</sup> Vice President – Girls Box;
- d) 3<sup>rd</sup> Vice President – Boys Field;
- e) 4<sup>th</sup> Vice President – Girls Field;
- f) 5<sup>th</sup> Vice President – Equipment – Box and Field;
- g) 6<sup>th</sup> Vice President – Scheduling, Box and Field;
- h) Secretary
- i) Treasurer
- j) Registrar
- k) Director at Large – Head Coach

BE IT RESOLVED that section 5.8 of the By-laws be amended to read as follows:

5.8 The Directors of the Society shall be the elected Officers together with the immediate past President of the Society and the number of Directors shall be eleven or such other number as determined from time to time at a general meeting.

BE IT RESOLVED that Part 7 - Duties of Officers of the By-laws be amended to read as follows:

7.1 The President shall:

- a) preside at all meetings of the Society and of the Directors;
- b) supervise the other Officers in the execution of their duties, and supervise the general operation of the Society;
- c) be a member of all committees and must be notified as to the time and place of each meeting;
- d) be a signing Officer for the Society;
- e) appoint auditors to examine the Society's accounting records as required;
- f) be a delegate to the governing Provincial Society Annual Meeting;
- g) be a delegate and/or shall appoint delegates from the Executive Committee to attend Lower Mainland Commission, Minor Directorate, Pacific Coast Field Lacrosse League and British Columbia Lacrosse Association meetings where required; and
- h) have the power, subject to the approval of the Executive Committee, to replace any elected or appointed member whom he/she feels is not fulfilling his/her duties.

7.2 The Past President shall:

- a) be an assistant to the President as long as he/she holds office;
- b) ensure that all records of the Society are transferred to the new Executive Committee following the Annual General Meeting;
- c) ensure that all business pertaining to the retiring Executive Committee has been dealt with and transferred to the new Executive Committee as the case may be; and
- d) play a supporting role to the Executive Committee to ensure continuity and carry out duties as agreed to with the Executive Committee.

7.3 The 1<sup>st</sup> Vice –President – Boys Box Lacrosse shall:

- a) supervise the general operation of the boy's box lacrosse discipline for the Society;
- b) be an assistant to the President with respect to box lacrosse;
- c) fulfill all duties of the President in his or her absence;
- d) make recommendations to the Executive Committee for the positions of Head Coach and Head Referee, complete with resume, for ratification by the Executive Committee; and
- e) be a signing Officer for the Society.

7.4 The 2nd Vice-President – Girls Box Lacrosse

- a) supervise the general operation of the girls lacrosse discipline for the Society;
- b) be an assistant to the President with respect to girls lacrosse; and
- c) fulfill all duties of the President in his or her absence;
- d) make recommendations to the Executive Committee for the position of Head Coach and Head Referee, complete with resume, for ratification by the Executive Committee.
- e) be a signing Officer for the Society.

7.5 The 3rd Vice-President – Boys Field Lacrosse shall:

- a) supervise the general operation of the field lacrosse discipline for the Society;
- b) be an assistant to the President with respect to field lacrosse;
- c) fulfill all duties of the President in the absence of the President and 1<sup>st</sup> Vice-President ;
- d) make recommendations to the Executive Committee for the positions of Head Coach and Head Referee, complete with resume, for ratification by the Executive Committee; and
- e) be a signing Officer for the Society.

7.6 The 4<sup>th</sup> Vice-President – Girls Field Lacrosse shall:

- a. Supervise the general operation of the girl's field lacrosse discipline for the NWMLA
- b. Be an assistant to the President with respect to girl's field lacrosse
- c. Be familiar with the BCLA and CLA rules and regulations with respect to female lacrosse
- d. Make recommendations to the *Executive Committee* for the positions of Head Coach and Head Referee, complete with resume, for ratification by the *Executive Committee*

7.7 The 5<sup>th</sup> Vice –President – Equipment shall:

- a) assist the President where required;
- b) fulfill the duties of the President in the absence of the President, 1<sup>st</sup> Vice –President, 2<sup>nd</sup> Vice-President, 3<sup>rd</sup> Vice –President and 4<sup>th</sup> Vice-President;
- c) be the equipment manager for the Society and as such shall:
  - i. allocate equipment to the teams;
  - ii. arrange for maintenance, repair and storage of all equipment owned by the Society;
  - iii. issue goal equipment to each team;

- iv. keep an accurate record of all equipment owned by the Society and furnish an Annual Report of same or at any time on the request from the Executive Committee; and
- v. maintain first aid supplies and distribute to each team.

7.8 The 6<sup>th</sup> Vice–President – Scheduling, Box and Field shall:

- a) assist the President where required;
- b) be responsible for co-ordinating schedules for all divisions submitted by the respective leagues;
- c) be responsible for appointing box, arena and field allocators as required;
- d) be responsible for ensuring that all game and practice times at Society facilities has been allocated as follows:
  - i. abiding by the applicable league rules;
  - ii. adhering to age and caliber concepts (ie Midget A1 will select home game slot prior to Midget B and Bantam A1 etc.)
  - iii. working with coaches; and
- e) be the liaison with New Westminster Parks and Recreation.

7.9 The Secretary shall:

- a) conduct the correspondence of the Society;
- b) issue notices of meetings of the Society and Directors;
- c) keep minutes of all meetings of the Society and Directors;
- d) have custody of all records and documents of the Society, except those required to be kept by the Treasurer;
- e) have custody of the common seal of the Society;
- f) maintain the register of members;
- g) appoint an assistant with the approval of the Executive Committee; and
- h) be a signing Officer of the Society.

7.10 The Treasurer shall:

- a) keep the financial records, including books of account, necessary to comply with the *Societies Act*;
- b) render financial statements to the Directors, members and others when required;
- c) be responsible for all Society banking;
- d) be a signing Officer for the Society; and

- e) be responsible for submitting and monitoring all grant and fund raising applications applicable to the Society as a whole.

7.11 The Registrar – Box and/or Field shall:

- a) maintain play file records;
- b) be responsible for coordinating initial registration at the beginning of each season;
- c) schedule registration days as dictated by the Executive Committee;
- d) keep a file of all birth certificates of registered members;
- e) be responsible for submitting team registration forms to the British Columbia Lacrosse Association;
- f) keep an accurate record of all players, coaches and manager of the Society; and
- g) be responsible for obtaining registration forms and directories from the British Columbia Lacrosse Association's office.

7.12 In the absence of the Secretary from a meeting, the Director's must appoint another person to act as Secretary at the meeting.

7.13 The Director At Large – Head Coach shall:

- a) Obtain, train and supervise all coaches in the NWMLA
- b) Arrange for and/or give clinics and training programs where needed
- c) Disseminate information when appropriate to assist coaches
- d) Organize and participate in group coaching meetings
- e) Appoint an Assistant Head Coach

**2. Special Resolution to Update the Method of Communication required by Directors**

BE IT RESOLVED that Part 6 Proceedings of Directors - Section 6.10 of the By-laws be amended to read as follows:

6.10 A Director who may be absent temporarily from British Columbia may send or deliver to the address of the Society a waiver of notice, which may be by text message, email or letter, of any meeting of the Directors and may at any time withdraw the waiver, and until the waiver is withdrawn:

- a) no notice of meeting of Directors shall be sent to that Director; and
- b) any and all meetings of Directors of the Society, notice of which has not been given to that Director shall, if a quorum of the Directors is present, be valid and effective.