

# Bylaws Of Netball Ontario

## I. MEMBERSHIP

### A. ELIGIBILITY:

- I. Any person resident in Ontario shall be eligible for membership in the Association.
- II. Notwithstanding I.A. (I) above, decisions on unusual requests for Membership shall be made, without benefit of precedent, by a majority vote of Council members present.
- III. A club in Netball Ontario is one that has paid their annual dues, levies & insurance for a minimum of five (5) members and meets the registration requirements of the Organization.
- IV. A club is considered to be in good standing if they have paid all outstanding membership fees, assessments and any other outstanding monies due Netball Ontario.
- V. Every member of Netball Ontario shall be bound by the Constitution, the By-Laws, and any other policy documents of Netball Ontario.

#### **1. Full Membership**

This shall be open to any netball club or netball section of a club.

#### **2. Junior Membership**

This shall be open to any netball club whose playing members are under eighteen (18) years of age.

#### **3. Sustaining Membership**

This shall be open to any person who is not an active player of netball, but who is desirous of furthering the best interests of the game and supporting the Association to that end.

#### **4. Honorary Life Membership**

The Council may, from time to time by the affirmative vote of at least 75% of the members of the Council present and entitled to vote, elect persons to be Honorary Life Members of the Association in recognition of services rendered. This distinction shall carry with it the right to attend and speak at all meetings of the Association, but not to vote unless otherwise qualified.

#### **5. Associate Member**

This shall be any Association, League or Club where there is no association with full membership and who has been approved as associate member by the Council. Provincial College Associations or Schools, or Clubs or such associations of similar nature may make application and become associate members, subject always to approval of the Council. An associate Member will be a non-voting member.

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## **6. Affiliate Member**

This shall be a Corporation or Person who has evidenced a desire to contribute to the development of netball, has made application for this class of membership and has been approved by the Council. An Affiliate Member will be a non-voting member.

## **B. APPLICATION FOR MEMBERSHIP**

1. All applications for new membership shall be made in writing to the Secretary of the Association and shall set out the names of its officers
2. On approval, membership fees; that is; club fees, levies and insurance shall accompany all applications. Uniform, including skirt, top and bib colour, is also to be submitted with the application for approval.

## **C. RENEWAL OF MEMBERSHIP:**

If a previous member (club) of Netball Ontario wishes to renew their membership they must reapply and if approved must pay all outstanding dues, fees and penalties prior to acceptance.

## **D. RESIGNATION OF MEMBERS:**

Notices of resignation must be sent to the Secretary of the Association. The resignation takes effect immediately upon receipt. In case of resignation, a member shall remain liable for payment of any assessment or other sum levied on, or which became payable by the member to the Association, prior to acceptance of the member's resignation.

## **E. CANCELLATION OF MEMBERSHIP:**

The Board on behalf of the Association shall have the right to cancel membership at any time, if the holder's conduct is deemed to be inimical or detrimental to the welfare of the Association.

## **II. COUNCIL**

See Constitution VIII - Council, for makeup of Council.

### **A. THE BOARD OF DIRECTORS**

1. The Board of Directors of the Association shall be members of the Association and shall be the President, Vice-President, Treasurer, Secretary, Director of Coaching, Director of Marketing, Director of Tournament and Director of Umpiring.
2. Board members shall serve for a period of two (2) years. Elections for positions on the Board of Directors shall take place in alternating years as follows:

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Year 1) President, Secretary, Director of Coaching, Director of Tournament

Year 2) Vice President, Treasurer, Director of Marketing, Director of Umpiring.

3. Only members in good standing qualifying under the categories of Full and Sustaining members, who have reached the age of 19 years, shall be eligible to serve as Board members.
4. In the event of the resignation, suspension or expulsion of any Board Member, the Board has the right to appoint an individual to fill the vacant position for a period of one year or the completion of the year in which the vacancy occurred.
5. While in office, any Board member who absents themselves from the scheduled meetings of the Board without an officially acceptable reason, shall be deemed to have vacated their office.
6. At any Board meeting of the Association, the quorum shall consist of five (5) Board members.

## **B. DUTIES OF THE BOARD OF DIRECTORS**

### **1. *The President shall:***

- i. call and preside at all meetings of the Association and Council;
- ii. be one of the signing officers;
- iii. be an ex officio member of all committees, except the Selections and Appeals Committees;
- iv. be one of the Association's representatives to the National Association recognized by the International Netball Federation (INF);
- v. prepare an annual report of the Association to be submitted at the Annual General Meeting of the National Association and the Provincial Association with copies to the Secretary.
- vi. be jointly responsible for the funds of Netball Ontario with the Vice President and the Treasurer.

### **2. *The Vice President shall:***

- i. Perform the duties of the President in their absence
- ii. Be the chair of the Risk Management Committee with clearly defined responsibilities;
- iii. Be one of the signing officers;
- iv. Prepare and continually update the Association on good Risk Management strategies
- v. Educate coaches, players and program coordinators, by highlighting risks and informing them of their responsibility to Association members concerning Health and Safety, and Injury Prevention
- vi. Ensure that all Board Members, coaches, managers and program coordinators have obtained police clearance prior to interacting with children and vulnerable persons
- vii. be responsible for overseeing and reporting to Board the progress of the Fundraising Committee

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viii.

Designate one member of committee to act as “Inventory Controller”:

- a. to maintain an accurate listing of Association equipment and its whereabouts
- b. to prepare necessary sign-out/sign-in forms to make above possible
- c. to monitor and record inventory and store all equipment and materials including (netballs, poles, nets, padding, tents, tables, chairs, trophies and uniforms)

In the absence of the President and the Vice President, the Board shall appoint a representative to perform the specific duty.

3. ***The Secretary shall:***

- i. keep a complete roll of the membership according to the categories in Article I.A. of the Bylaws;
- ii. keep all minutes after General Meetings of the Association, and have these minutes written up and circulated within one month of the meeting;
- iii. keep minutes after all meetings held by the Board of Directors and Council, and circulate the minutes within two weeks of the meeting, along with notice of the next meeting;
- iv. conduct all general correspondence and maintain proper files of all areas of the Association’s activities;
- v. on August 1st of each year the Secretary shall send out invitations to all members for the positions of provincial coaches and managers. Application for these positions must be returned to the Secretary by September 1st. These applications will be forwarded to the Coaching Director who will then make recommendation to the Board of Directors.
- vi. be responsible for recording and then redirecting communications to the appropriate Board Member or committee chairperson, and perform other duties as directed by Council;
- vii. following the Annual General Meeting, inform the membership of fees and of levies due to the Netball Ontario and Netball Canada, and the timing thereof;
- viii. be responsible for booking rooms for scheduled Council meetings, the Annual General Meeting, and meetings of the Board of Directors, plus any other meeting of the Association as requested;
- ix. be custodian of the seal of the Association;
- x. on demitting office, be responsible for forwarding to their successor, all files and properties of the Association in their keeping within two weeks of their retirement.

4. ***The Treasurer shall:***

- i. Keep proper books of accounts;
- ii. Preferably not accept cash payments. In the event that cash is tendered a receipt must be issued.
- iii. All payments shall be specified at meetings and be approved by the Board of Directors. Cheques shall not be signed in advance. Cheques

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- shall only be written for payment after authorization by the Board with attached invoice(s), where applicable.
- iv. a. Upon receipt of monies, provide a receipt for all monies received on behalf of the Association. This shall be in the form of personal cheques, bank draft, money order or cash and deposit within three (3) business days from receipt thereof, all association money in such bank or banks as is designated by the Board.  
b. Any NSF cheque would be subject to a fee as set by the Board. Any member whose cheque has been returned 'NSF', all further payments to the Association, shall only be accepted if in the form of a bank draft/money order or cash.
  - v. a. Present a monthly financial statement (*balance sheet, income statement, detail list of transactions and bank reconciliations*) shall be sent to all Board members for discussion at meeting by email or hand delivered at least two (2) days before scheduled meeting.  
b. Present the Association's Bank reconciliation for approval by the President. The bank statement shall also be signed by the President as evidence that they have seen it and it agrees with the balance on the Bank Reconciliation.
  - vi. call such budget meetings as are deemed necessary to ensure adequate funding;
  - vii. be one of the signing officers;
  - viii. within one month of demitting office, they shall hand over all files, account books, money, etc., to their successor in office.
  - ix. be the chair of the Finance Committee and report on progress to Council.
  - x. Open and/or close Bank accounts only by a Board of Directors vote.
  - xi. call for detailed budgets annually from committees/committees, and recommend the allocation of monies as it sees fit
  - xii. organize and administer the annual budget workshop
  - xiii. recommend to the Council/Board, annual subscription rates for members
  - xiv. notify the Council/Board of any member who has not paid annual dues in accordance with the Constitution
  - xv. Failure of a Treasurer to present monthly financial statements shall constitute automatic removal from that position.
  - xvi. Be jointly responsible for the funds of Netball Ontario with the President and Vice President.

**Note: Any two of the following offices (President, Vice President, Treasurer, and Secretary) is authorize to sign;**

**Note: If at any time the Treasurer is unable to comply with any of the above, they shall notify the President of the Association immediately.**

**Note: A financial review of records by an Auditor who is not a member of Council shall be conducted once a year. The results shall be reported at the AGM.**

## **5. The Director of Coaching shall:**

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- i. be the Chairperson of the Coaching Committee; Provincial Coaches shall be members of this committee, and all committee members shall preferably hold Level two (2) Certification in both Coaching and Umpiring.
- ii. On the recommendation of the Director of Coaching, the Board of Directors shall appoint the Manager(s), the Coach(es), and, in consultation with the Coach(es), the assistant(s) for all Ontario Teams
- iii. be responsible for the organization and administration of the Coaching Certification Program.
- iv. supplement other programs involving coaching skills as required and provide trained coaches to administer such programs.
- v. be responsible for the choice of coaching material.
- vi. forward to the Secretary of the Association, a list of those gaining coaching certification, for recording purposes, and for relaying to the National Technical Director of Netball Canada.
- vii. promote the responsibilities to the coach(es) as laid down in the Disciplinary Handbook.
- viii. report on the progress of intensive training.
- ix. be responsible for overseeing and reporting on progress of Selections Committee to Council.
- x. Organize Clinics for the purpose of training Coaches.

**Note: The Coach of the Provincial Team shall not participate as a player in any Provincial, National or International tournaments during their tenure.**

**Members of the Coaching committee shall assist the Director of Coaching to carry out their responsibilities as outlined in (i-x) above.**

**6. *The Director of Marketing shall:***

- i. be responsible for the development and implementation of a marketing strategy for netball in Ontario
- ii. develop a 2-year marketing strategy and implementation plan
- iii. present the strategy and plan to the Board/Council at a pre-determined date
- iv. supervise the execution of the implementation plan.
- v. establish committees as necessary to fulfill responsibilities
- vi. act as a resource for member clubs on marketing issues
- vii. report monthly to the Board on the attainment of objectives

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- viii. ensure that all activities which fall under the jurisdiction of the Director of Marketing are in line with the current constitution and by-laws of the Association
- ix. plan and promote the growth and development of the Association
- x. develop and project the image of the Association
- xi. be responsible for publicizing the Association and its events
- xii. establish a province-wide relationship with the media
- xiii. issue an annual newsletter
- xiv. be responsible for overseeing and reporting to the Board the progress of all promotions.

## **7. *The Director of Tournament shall:***

- i. be responsible for organizing, managing, and planning tournaments throughout the year, as scheduled by the Association, according to the by-laws for that tournament;
- ii. be responsible for obtaining technical (scorekeepers/timekeepers) officials for all tournaments organized by the Association;
- iii. be responsible for the training of timekeepers and scorers for all tournaments
- iv. be responsible for organizing games and technical officials for visiting teams on tour;
- v. All correspondence received and sent must be done in writing
- vi. Ensure you have the correct/all information before allowing any team to play.
- vii. Send out invitations to teams for any schedule tournament 4 weeks prior to the start of the tournament.

**Note: Members of the Tournament committee shall assist the Director of Tournament to carry out his/her responsibilities as outlined in (i - vii)above.**

## **8. *The Director of Umpiring shall:***

- i. be responsible for the organization and administration of the Umpiring Certification Program;
- ii. shall be responsible for scheduling all umpires for all games organized by Netball Ontario
- iii. accept and decide on any queries on interpretation of the Rules; and discuss these reference to official interpretations handed down by INF/Netball Canada.

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- iv. organize clinics for the purpose of training umpires;
- v. forward to the Secretary a list of those gaining Umpiring Certification, for recording purposes and for relaying to the National Technical Director of Netball Canada;
- vi. Have the power to call upon the holder of a certified level to present themselves for retesting;
- vii. Promote the responsibilities of Umpires, and Umpires Code of Ethics as laid out in the Umpires Handbook; and all other aspects of the Umpiring Programme.
- viii. request a hearing on any disciplinary matter relating to Umpires.
- ix. Certificate must be issued once a level has been completed
- x. If a previously qualified umpire becomes inactive (not umpired in two (2) consecutive summer seasons or 50% of umpiring clinics), that umpire must attend the required amount of clinics and must also be retested for the practical component especially if there are any rule changes within that period.

**Note: Members of the Umpiring Committee shall assist, the Director of Umpiring to carry out their responsibilities, as outlined in (i-x) above.**

## **C. Umpiring Certification**

### **1. Umpires Panel of Testers**

- i. The Tester's panel shall be appointed by the Director of Umpiring/Committee with the approval of the Board. The members of the panel shall each hold Advanced Level or Canada Badge Certification, or their equivalent.
- ii. The panel shall consist of a minimum of four members, at least two of whom shall conduct each practical test. The results, together with a written assessment of each candidate's test, shall be submitted to the Director of Umpiring who shall forward a copy of their results to the Secretary for filing.
- iii. Presentations to successful candidates shall be made by the President of the Association or, in their absence, the Vice President.

### **2. Umpiring Theory Tests**

- i. candidates must be members of the Association.
- ii. when a candidate is applying for exemption of a level, the candidate must undergo an assessment prior to any decision being made.
- iii. tests may be taken on any two specified dates in a fiscal year; dates to be determined by the Director of Umpiring following the AGM.
- iv. the Director of Umpiring may schedule additional umpiring test dates as deemed necessary.

### **3. Umpiring Practical Tests**



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Practical Tests shall be arranged by the Director of Umpiring, in consultation with the Panel of Testers and each club, when the candidate has attained the necessary hours of practical experience.

#### **4. Test Fees**

Fees shall be approved annually by the Board the Directors and must be paid prior to the completion of the theory test.

#### **5. Out of Country Accreditation**

Candidate holding an out of country accreditation will be assessed by the Director of Umpiring/Committee. The Director of Umpiring reserves the right to award, if necessary, the appropriate level certification, based on the criteria set by Netball Ontario

### **D. DELEGATES**

1. Delegates to AGM/Council meetings shall be named by their membership at the Annual General Meeting, and shall be at least 19 years old.
2. These delegates shall serve from the close of the Annual General Meeting, at which they are named, to the close of the next Annual General Meeting.

### **E. MEETINGS OF COUNCIL**

1. Meetings of the Council shall be scheduled for March and October of each year at a date, time and place to be determined at the Annual General Meeting. Within two weeks of a Council meeting, minutes of that meeting shall be circulated by the Secretary along with notice of upcoming meeting. Other meetings may be called in accordance with paragraph 7 of this section.
2. The Agenda for Council Meetings shall be:
  - a. Roll Call to determine a quorum
  - b. Apologies for absence
  - c. Additions to, amendments to and adoption of the agenda
  - d. Amendments to and confirmation of the minutes
  - e. Matters arising from the minutes
  - f. Unfinished business from previous meeting
  - g. Board of Directors Meeting Report
  - h. Treasurer's report
  - i. Correspondence
  - j. Directors Reports
  - k. Committee Chairs Reports
  - l. New Business
    - (a)
    - (b)
    - (c)
  - m. Adjournment

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3. While in office, any Board member who absents themselves from the scheduled meetings of Council without an officially acceptable reason, shall be deemed to have vacated their office.
4. If an appointed delegate is unable to attend a Council Meeting, the member must send an alternate with full voting rights to that meeting, provided the alternate is a member of that organization.
5. If any appointed delegate is absent from a Council Meeting without explanation and without ensuring a replacement attends, the Member shall be notified in order to maintain as complete a provincial representation as possible.
6. Late comers to the meeting shall not revisit any matter that has already been discussed and a decision has been taken.
7. Special Meetings may be formally called by the President or by the Secretary on direction of the President, or by the Secretary on direction, in writing, of three Members. Notice of such meetings shall reach each member not less than one week before the meeting is to take place.
8. Except for the first meeting after the Annual General meeting, no meeting shall last more than four hours. However, if at the end of the four hours there are at least five (5) members who satisfy the requirements of a quorum and agree to continue, the meeting shall be extended beyond the allotted time.

## **F. QUORUM AT COUNCIL MEETINGS**

1. At any Council Meeting of the association the quorum shall consist of five (5) Board Members and at least 50% of the membership. The members present and entitled to vote shall form the quorum.
2. If after fifteen (15) minutes of the appointed time a quorum is not present but there are at least five (5) Board Members those present and entitled to vote shall form the quorum.

## **G. VOTING AT MEETINGS OF THE BOARD OF DIRECTORS/COUNCIL**

1. Each Board Member and Council Member shall be entitled to one vote. The Chairperson of the meeting shall not cast a vote, except to break a tie.
2. Chairpersons of committees shall have a vote unless serving in another capacity on Council.
3. Co-opted members shall have no vote.
4. At all meetings, a simple majority of the votes cast shall rule, except where specific majorities are stated in these rules.
5. Voting on any question shall be by ballot if desired by a member present.
6. Where voting is not unanimous, the distribution of votes shall be recorded.
7. A motion to reverse a resolution decided upon at the meeting immediately preceding that of the Board of Directors/Council must be carried by 75% of the voting members present.

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## H. CHAIRPERSONS OF COMMITTEES

1. Chairpersons shall be appointed by the Board and shall serve for a period of two years. Any Chairperson who is ineffective or unwilling to provide dependable leadership, the Board must remove that individual from office and appoint a replacement.
2. Appointment shall take place in alternating years as follows:  
Year 1) Constitution, Disciplinary  
Year 2) Fundraising, Selections, Volunteer Resource Management

## III. COMMITTEES RESPONSIBILITIES

- a. All committees, whether headed by a Board Member or the Chairperson of a committee, shall be ratified by the Board and, unless stated otherwise in these Bylaws, shall consist of:
  1. A chairperson
  2. Not more than ten other persons
- b. Each committee member shall have one vote in committee. The Chairperson of the meeting may vote only to break a tie.
- c. Chairpersons of committees shall submit a written report to the Board and present it to Council.
- d. Board Members shall submit a written report to Council on the progress of their own committee and of committees under their direction.
- e. Each committee shall have full power to act as set out under the Terms of Reference as contained in these Bylaws, and must be prepared to substantiate any action if called upon to do so by Council.
- f. All committees shall have the power to co-opt additional members whenever necessary.
- g. The President shall be an ex officio member of each committee.
- h. After appointment, all committees are required to submit a detailed budget of expenses for the ensuing year to the Treasurer, by a date to be determined by the Board of Directors.

## IV. COMMITTEES

### A. APPEALS

- i. The Appeals Committee shall consist of five persons chosen by the Board of Directors, to adjudicate where there is an appeal by any member(s) against a decision or ruling of the Disciplinary Committee or Council.
- ii. Persons chosen shall not be members of either:

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- a). The body against whom the appeal is being made, or
- b). The same club or organization as the appellant
- iii. At the first Council meeting following the Annual General Meeting, each member Club shall submit one (1) name to be included in a pool from which the members of the Committee shall be drawn. The member whose name is drawn first shall be the convener of the hearing, which must be held within 3 weeks of the Committee being chosen. At that hearing, the Committee shall choose a Chairperson.
- iv. Within one week of the decision being taken by the Appeals Committee, a written report must be submitted to Council with a copy to the appellant.
- v. The final court of appeals will be the council

## B. CONSTITUTION

The Chairperson of this Committee shall report to the Board of Directors, and submit a written report for presentation to Council. The committee shall:

- i. submit motions to Council that will stand in the name of the Council to amend the Constitution for presentation at the Annual General Meeting;
- ii. consider motions from members for changes in the Constitution for presentation at the Annual General Meeting. The Committee shall approve, edit and co-ordinate these motions, ensuring that:
  - a. proposers have made sufficient research to avoid errors of fact or timing
  - b. motions do not overlap in subject matter
  - c. motions conform to the aims and objectives of the Association
- iii. review/amend/update Bylaws as directed by Board of Directors/Council
- iv. review and approve the Constitution and By-laws of members, ensuring that these in no way conflict with those of the Association
- v. answer queries from the membership concerning the interpretation of the Constitution and By-laws

## C. DISCIPLINARY

The chairperson of the Disciplinary Committee shall report to the Board of Directors, and submit a written report for presentation to Council.

This committee shall hear and adjudicate on matters pertaining to:

- i. breaches of discipline by players or officials while participating in events organized and run under the auspices of the Association
- ii. breaches of discipline by players or officials while representing the Association on tour or at home

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- iii. contravention by members of Association regulations as laid down in the Netball Ontario Disciplinary Handbook
- iv. Where the discipline, involves a breach of the Code of Ethics for Umpires, as laid down in Netball Ontario' Umpiring Handbook, during the course of a game, or after. The Disciplinary committee shall have no jurisdiction, and the matter shall be dealt with only by the Director of Umpiring/Committee.

**Note: The Disciplinary Committee shall not adjudicate on matters of an individual or personal nature.**

## **D. FUNDRAISING**

The Chairperson of the Fundraising Committee shall report to the Treasurer, and prepare a written report for presentation to Council.

This committee shall:

- i. have as a member, the Treasurer of the Association
- ii. institute programs which, in its estimation, will result in financial gain for the Association
- iii. submit all programs to the Board, via the Treasurer, for approval before any action is taken to put same into motion
- iv. be allotted monies for promotion of such ventures as approved by the Board
- v. enlist the services of others as is found necessary to perform its function

## **E. NOMINATIONS**

This Chairperson shall be appointed by the Board at least 4 months prior to the AGM and will report on committee action to Council.

This committee shall consist of at least three persons and shall:

- i. prior to the Annual General Meeting, notify members of all positions and request nominations
- ii. administer the nominations prior to the A.G.M.
- iii. administer the election of officers at the A.G.M.
- iv. The chair and the committee will cease to function immediately following the A.G.M.

## **F. INVESTIGATIVE**

The Chairperson of this Committee shall be appointed by the Board on demand and shall report directly to the Board of Directors.

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Shall comprise of not less than three (3) individuals co-opted by the chairperson.

- i. shall investigate all complaints forwarded to the Secretary
- ii. shall submit a final report of their findings to the Board of Directors for action.

## **G. SELECTIONS**

The chairperson of this committee shall in conjunction with the Coaching Director and Coach(es) be responsible for the selection of the provincial team. The chairperson of this committee shall submit a written report to the Board.

All members of this committee shall hold membership in the Association and shall hold at least Level II Certification in both coaching and umpiring. This committee shall:

- i. visit clubs and tournaments during the year to look for potential players for the squads and invite them to try out
- ii. invite players who did not attend trials to stand for selection for the Provincial team
- iii. select the Provincial teams annually i.e. for national tournaments for submitting the names of the players to the Board for consideration and approval. The Board shall have the right to veto any selection on grounds other than play.
- iv. make periodic visits to squad training to fairly and effectively select players for the Provincial Teams
- v. follow through on any disciplinary measures served upon any member of the Provincial Squad by the Disciplinary Committee or the Board

## **H. VOLUNTEER RESOURCE MANAGEMENT**

The chairperson of this committee shall report to the Vice President, and prepare a written report for presentation to the Board. This committee shall:

- i. develop a volunteer bill of rights
- ii. establish and administer a plan to recruit volunteers for the association
- iii. provide orientation and job-specific training for recently elected/appointed Directors, Chairpersons and members as required
- iv. provide a pool of resources to the Nominations Committee and also advise that committee during the nominations process
- v. design and administer an awards recognition program for volunteers
- vi. maintain a database of Association volunteers
- vii. assist in obtaining members to sit on Committees (Appeals, Constitution, Disciplinary, Fundraising, Nominations, Investigative, and Volunteer Resource Management) of the Association.

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**Notes: A volunteer can be described as a playing or non-playing member of Netball Ontario who provides services to the association without expectation or receipt of reimbursement.**

**For the first year of its existence, the size of the committee will be at the discretion of the Chairperson.**

## **V. ONTARIO TEAMS**

- a. Qualifications for any Ontario Provincial Squad shall be members in a member club and must adhere to the established criteria.
- b. Ontario Teams shall be selected by the Selections Committee.
- c. Nominations for trials shall be submitted by any member club or association and by the Selections Committee, from playing members only.
- d. When Ontario Teams are to compete, the players for a particular match shall be selected by the Coach.
- e. Wherever and whenever possible, it shall be arranged that the Teams train together under the jurisdiction of the Coach(es) and assistant(s).
- f. The Ontario Provincial Team(s) shall consist of up to twelve players, except when a particular number is asked for by the association issuing the invitation.
- g. Members of the Ontario Provincial Team(s) shall be required to present the following to the Board;
  - i. A medical certificate given by a doctor in event of injury
  - ii. In case of any members eighteen (18) years and written consent of parents or guardians.
  - iii. Proof of age for member of any age-restricted team.
- h. Members of the Ontario Provincial Team(s), or parents of players 18 years and under, shall be required to sign such contracts as the Board may determine.
- i. The Board shall determine the uniform of the Ontario Provincial Team(s) and officials accompanying the Team(s)
- j. The coach shall select the captain for the Provincial Team.
- k. The umpires to the Nationals shall attend squad practices.
- l. Individuals must be prepared to attend practice sessions regularly; to play in demonstration and promotional exhibitions; and to participate in coaching and umpiring clinics when so required.
- m. Provincial squads fees shall be approved annually by the Board of Directors and must be paid by the third schedule practice.
- n. Delegates are part of the contingent attending the National Championships. They carry the association colours, attend meetings, and vote on behalf of the association.

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o. **Managers:**

Managers are in charge of the off-court activities and well-being of a team.

They are responsible for:

- i. The co-ordination of, and the organization of, behind the scene activities designed to allow the team to perform at maximum effectiveness.
- ii. The distribution, recording and collection of uniforms.
- ii. Maintaining and storing of equipment used in practice. i.e. balls, bibs, etc. while on court.
- iii. Setting curfew and wake-up times in consultation with the Coach.
- iv. Acting as a chaperone where needed.
- v. Adhere to the guidelines set out in the Netball Ontario Criteria for Managers.

**VI. MEMBERSHIP FEES**

- a. The membership year shall be from November 1st, of one year to October 31st, of the following year.
- b. Club fees, levies and insurance for a minimum of five (5) named individuals are due and payable by October 31st, of each year.
- c. The member is in default and shall cease to be a member of the Association if membership fees are not paid by the due date.
- d. Membership shall be re-instated during the current year if, and only if, all outstanding debts, including fees and late payment penalties are paid in full.
- e. The penalty for late payment of any fees is set at 10% per month.
- f. Junior members shall pay one half of the club fees, but must pay the amount of levies and insurance.

**VII. SOLICITATION OF FUNDS ON BEHALF OF NETBALL ONTARIO**

No member is authorized to solicit funds from any individual/organization on behalf of Netball Ontario, without authorization from Board/Council. Disciplinary action shall be taken for any breaches.

**LAST AMMENDMENTS TO BYLAWS**

September 24, 2004, September 2005, November 2005, March 2006, September 2006,  
January 2007, June 2007, June 2008, June 2009, June 2010, November 2011,  
June 2014, March 2019,