



## CONSTITUTION OF THE WINNIPEG RINGETTE LEAGUE

### I. NAME

This organization shall be known as the “WINNIPEG RINGETTE LEAGUE” or as the WRL.

### II. DEFINITIONS

In this constitution:

- A. “League” means the Winnipeg Ringette League.
- B. “Local associations” means those ringette associations formed by community centres and approved by Ringette Manitoba.
- C. “Greater Winnipeg” means the City of Winnipeg as defined by the community committee boundaries.
- D. “Ringette” means ringette in all age groups up to and including 18+.
- E. “Council” means the representative body of the Winnipeg Ringette League.

### III. OBJECTS

The objects of this League are:

- A. To encourage and foster ringette in greater Winnipeg and rural Manitoba.
- B. To provide a wholesome and rewarding experience to those participating in the sport.
- C. To endeavour to ensure that teams are afforded the opportunity to participate in game play that is competitive and comparable to their calibre of play.
- D. To operate as a Ringette League in Winnipeg and rural Manitoba according to the rules of Ringette Manitoba and Ringette Canada.

### IV. MEMBERSHIP

Membership shall be determined in accordance with the WRL By-Laws.

### V. STRUCTURE OF THE LEAGUE

- A. The affairs and operations of the league shall be managed by an Executive who will be elected in accordance with the By-Laws.
- B. The actions of the Executive shall be directed and ratified by a council which will be elected or appointed in accordance with the By-Laws.
- C. The league shall be a member of Ringette Manitoba.
- D. The league shall operate ringette in Winnipeg and rural Manitoba as provided by the By-Laws of Ringette Manitoba.

## **VI. MEETINGS**

### **A. Annual Meeting**

There shall be an annual meeting of the members of the league at a date determined by the Council but shall be no later than May 15th of each year. At least three weeks' notice to all members, councillors and executive must be given for this annual meeting.

### **B. Special Meeting**

A special meeting of the league may be called at the discretion of the President. The President shall call such a meeting on the request of a majority of the Executive or Council or at the written request of at least 15 members.

### **C. Executive Meeting**

There will be a meeting of the Executive, at the call of the President on at least seven days notice to the Executive, during the playing season.

### **D. Council Meeting**

There shall be a meeting of the Council, at the call of the President, at least once per month during the playing season.

### **E. Email Voting for Operational Decisions**

At the call of the President, WRL Council members may be engaged to vote on an administrative decision via email given the following procedures. Changes to policy and procedure may not be considered via email and must be brought to a regular council meeting. The President will call council to make positive contact by either email or phone.

1. Articles for consideration must be communicated by email to council membership by the President.
2. The article will be presented in the email and opened for discussion. There will be a minimum discussion window of two hours.
3. At the conclusion of the discussion window, the President will present the final article for consideration (as it may contain amendments) and open the article for voting. No votes may be tabulated prior to the close of the discussion period.
4. Members will be asked to reply to the email with either "Yes", "No" or "Abstain".
5. All members will be required to participate. Participation in the discussion, but failure to vote will be considered an abstention.

### **F. Robert's Rules of Order**

Robert's Rules of Order shall prevail at all meetings of the League except if they conflict with the Constitution and By-Laws.

## **VII. QUORUM**

- A. The quorum for the annual meeting shall be 30.
- B. The quorum for all other meetings shall be 50% + 1.

## **VIII. AMENDMENTS TO THE CONSTITUTION**

This constitution may be amended at the annual meeting of the league by two-thirds majority of the members present and voting.

All and any proposed amendments to this constitution must be submitted, in writing, at the WRL March council meeting.

## **IX. POLICY AND PROCEDURE**

### **A. Consistency**

1. As the Ringette Manitoba (RMB) Annual General Meeting (AGM) is after the Winnipeg Ringette League's (WRL) AGM, any of RMB's Policies and Procedures that affect the WRL's play shall automatically be applied for consistency. However, the WRL rules shall take precedence and RMB shall be referred to only if an occurrence or situation is not covered by the WRL rules.

### **B. Failure to comply with Policy and Procedures may result in:**

1. Forfeiture of games,
2. Suspension from the League,
3. Suspension from the League Playoffs,
4. Other appropriate disciplinary action(s).

### **C. AMENDMENT OF POLICY AND PROCEDURE**

1. Policy and Procedure may be amended by a 2/3 (two-thirds) majority at any WRL council meeting or at the AGM.
2. Notice of motions for inclusion at the AGM must be submitted (in writing) at a monthly WRL council meeting no less than 30 days prior to voting on motion.

## **X BY-LAWS OF THE LEAGUE**

- A. By-laws outlining council structure, responsibilities and authorities should be in place for the League.
- B. These by-laws may be amended by two-thirds majority of the members present and voting at the annual meeting.
- C. All and any proposed by-law amendments must be submitted in writing at the WRL March council meeting.

## **XI DISSOLUTION**

It is specifically provided that in the event of dissolution or windup of the league, all remaining assets, after payment of its liabilities, shall be distributed among the remaining local associations, or, in the absence of any, shall be forwarded to the governing body of ringette in Manitoba.

The manner in which the remaining assets, if any, are to be distributed, is to be decided by the Executive.

## **XII. REVIEW OF FINANCIAL STATEMENTS**

The accounts and records of the Winnipeg Ringette League shall be reviewed by an accredited accountant once every two years and/or at the end of the Treasurer's

term. The accounts and records shall be submitted to the membership for ratification at the Winnipeg Ringette League annual general meeting.

### **XIII. DUES**

- A. Each team registered in Winnipeg Ringette League competition shall pay an annual membership in the form of team registration fees to the league. Said registration fee shall be set by the Council each year and ratified at the annual meeting.
- B. The said fees shall be payable at the time the team registers for competition and shall be in addition to any dues or fees payable to Ringette Manitoba and Ringette Canada.
- C. WRL registration fees must be submitted by each association only and fees will not be accepted from individual clubs/teams.
- D. All funds raised or earned by the league shall be utilized for the operation of the league as outlined in Constitution, Article III – Objects.
- E. All fines and other debts or amounts owing to the league, must be paid prior to registration.
- F. A late payment charge of 1.5% per month shall be charged on all monies that are 30 days past due.
- G. All fines incurred during the course of the current season must be paid within 10 days of notification or by the WRL playoff opt out date (whichever is the sooner) or the team in question will not be scheduled for playoffs and no refund will be owed.

### **XIV. INSURANCE**

- A. All registered players are urged to obtain adequate accident insurance coverage.
- B. Ringette Manitoba carries a (third party) Liability Insurance which covers Ringette Manitoba Inc., all sub or local associations, managers, trainers, coaches, officials, sponsors, volunteers and all persons associated therewith, while involved in the activities of Ringette Manitoba.

NOTE: RMB Insurance is an insurer of last recourse and should not be viewed as primary insurer.

### **XV. MEMBERSHIP**

- A. St. James-Assiniboia Ringette Association
- B. North Winnipeg Ringette Association
- C. River East Ringette Association
- D. Transcona Ringette Association
- E. St. Boniface/St. Vital Ringette Association
- F. Southwest Winnipeg Ringette Association
- G. Interlake Ringette Association
- H. Macdonald Ringette Association
- I. Eastman Ringette Association
- J. Portage Ringette Association
- K. Brandon Ringette Association (BRA) will be recognized as an associate member for the 2018/2019 and 2019/2020 playing seasons. BRA will be allowed to register teams for play in the WRL and have a representative at all WRL Council,

Special and Annual Meetings. Membership status will be reviewed at the spring 2020 Annual General Meeting.

## **XVI. DATABASE**

A digital database shall be maintained by the WRL for day to day operations and archiving purposes of team rosters, roster additions/deletions, suspensions and all game sheets.

- A. The Registrar, Referee-in-Chief, Secretary, President, Vice-President and Past President shall have access to the contents of the database for the current and prior seasons.
- B. If the database is hosted by the website supplier, the webmaster shall also be authorized for access.
- C. The database shall be established for the 2019/2020 ringette season, and continued for all future seasons. The records contained within shall be archived for a minimum of ten (10) years after the season end.
- D. The database may also be used to archive meeting minutes and financial records, or other information deemed important to the Council.