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## **CONSTITUTION**

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### **ARTICLE 1      NAME AND AFFILIATION**

- (a) The name of this organization shall be the "Nepean Blue Devils Basketball Association" and shall hereinafter be referred to as the NBBA or the Association.
- (b) The NBBA is associated with the Eastern Ontario Basketball Association (EOBA), the Ontario Basketball Association (OBA), and through the OBA to Basketball Canada.

### **ARTICLE 2      AIMS AND OBJECTIVES**

The aims and objectives of the NBBA shall be:

- (i) To promote, actively encourage participation, and develop the game of basketball in and around the Barrhaven area;
- (ii) To provide fun, recreation, instruction, youth development and healthful enjoyment through activities and competition, for all who desire to participate in basketball;
- (iii) To recognize the variance of individual skills and capabilities and adjust teams accordingly;
- (iv) To develop basketball programs at instructional, competitive and recreational levels, sponsor and/or conduct coaching clinics, refereeing clinics and tournaments.
- (v) To be pro-active in the training and development of Barrhaven athletes, coaches, officials, administrators and volunteers by sponsoring and/or conducting various clinics;
- (vi) To generate partnerships in order to provide revenue to support the sport of girls' basketball;
- (vii) To teach, administer and enforce the rules and regulations that govern the sport;
- (viii) To encourage and stimulate positive public awareness of the sport of girls' basketball;
- (ix) To operate on a not-for-profit basis.

### **ARTICLE 3      GENERAL**

In all matters not otherwise covered by this Constitution, the Association shall fall within the framework of the EOBA, the OBA, and Basketball Canada, and shall be governed by official rules published by those Associations.

### **ARTICLE 4      ORGANIZATION**

The NBBA shall be composed of members, as defined in Article 5, and its affairs shall be governed by an Executive Committee as detailed in Articles 6 and 8 of this Constitution.



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**ARTICLE 5      MEMBERSHIP**

- (a) Membership in the NBBA includes:
- i) All current members of the Executive Committee.
  - ii) All current coaches and team representatives in good standing
  - iii) All individuals registered and playing within the NBBA (playing members).
  - iv) The parents or legal guardians of any playing member who is not of legal voting age;
- (b) Each individual intending to become a playing member shall register with the Association prior to the commencement of the basketball season and shall, at that time, pay any fees required by the Association as established by the Executive. Failure to pay said fees shall render the individual's membership null and void and she shall be prohibited from taking part in any activity falling within the jurisdiction of the Association (until payment is received in full) . Groups or individuals, whether resident or non-resident shall automatically become members of the NBBA upon proper completion of the registration form, payment of the registration fees and acceptance of both by the NBBA. The NBBA must demonstrate just cause in refusing any individual's application for registration. Registration fees shall be levied annually by the Executive Committee.
- (c) Application for, or acceptance of, membership entails acceptance by such players, team officials, members, parents and individuals, of the final and binding authority of the Executive of the Association over all its rulings and decisions.

**ARTICLE 6      EXECUTIVE COMMITTEE**

- (a) The business and affairs of the NBBA shall be conducted or governed by an Executive Committee who shall act in accordance with this Constitution and such by-laws and Regulations as may from time to time be enacted by the NBBA. The Appointed Coordinators will report to various member of the Executive Committee.
- (b) The Executive of the NBBA shall consist of the following members:
- (i) Executive Committee elected by membership at Annual General Meeting:
    - President
    - Vice-President Development / Technical Director
    - Vice President Recreation
    - Vice President Competitive
    - Vice President Marketing / Communications
    - Vice President Membership
    - Vice President Finance
  - (ii) Appointed Coordinators
    - Volunteer Coordinator
    - Referee Coordinator
    - Camp Coordinator



A member of the Executive Committee and Appointed Coordinators may occupy more than one position.

(iii) Acclaimed member of Executive Committee

- Past President

A member of the Executive Committee may occupy more than one position.

- (c) Any individual who is a member in good standing of the NBBA in accordance with Article 5, and is of legal voting age, shall be eligible to hold any position on the Executive Committee.
- (d) In a case where there is a vacant position, members of the elected Executive Committee shall be empowered (majority approval) to fill the vacancy by appointment or to delegate the responsibilities and powers of the vacant position.
- (e) Notwithstanding paragraphs (b) and (d) above, the duties, responsibilities and powers of any vacant position of the Executive Committee (with the exception of the President, Vice-president, Treasurer and Secretary) may be assumed by any member(s) in a manner deemed fitting by the Executive Committee by a majority vote.
- (f) Should any one of the elected posts become vacant, the Executive Committee shall be empowered to appoint a replacement to fill the vacancy until the next AGM or to realign duties and powers as provided for in paragraph (e) above until the next AGM.

## **ARTICLE 7      TERM OF OFFICE**

- (a) The term of office for the elected members (Executive Committee) shall commence following the Annual General Meeting (AGM) and continue for 2 years.
- (b) The term of office for each Appointed Coordinator shall be one year.



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**ARTICLE 8 EXECUTIVE COMMITTEE POWERS**

- (a) The Executive Committee of the NBBA shall have the ultimate and full operational control of the affairs of the NBBA. Operational decisions not covered specifically within the Constitution and its By-laws shall be made on the basis of a simple majority with those present and voting (subject to the rules of Quorum as provided in Article 12 of this Constitution).
- (b) The EC of the NBBA may, at its EC meetings, establish, amend, revise or repeal any of the rules and regulations governing the operating conditions of Article 2 of the constitution. Special playing rules, registration procedures, budget and fees, operational procedures and activities and matters not stipulated within the constitution and/or its By-laws and as properly fall within the jurisdiction of the EC. Immediate notice of all such changes shall be forwarded to all affected members within the NBBA.
- (c) The NBBA EC shall have the power to create committees or appoint administrative bodies to perform specific duties as may from time to time be defined.
- (d) The EC shall have the power to suspend or discipline any member of the NBBA from participation within the NBBA. Such suspension will be subject to the right of appeal by the individual affected.
- (e) The EC may re-admit to the NBBA, by resolution and a majority vote of all the members of the EC, any person who may have been suspended, for any reason.
- (f) The EC shall determine all questions arising from the emergencies not provided for in the Constitution, these by-laws or the Rules and Regulations.
- (g) The EC shall form a Discipline Committee, which shall deal with all disciplinary problems associated with members of the NBBA. The format, composition and guidelines of its operation shall be in accordance with Article 13.
- (h) The EC shall regulate the nature of recording financial transactions and supervise the collection of Association fees and funds of the Association and the expenditure of Association monies.
- (i) The EC shall record financial transactions and supervise expenditures of NBBA competitive teams.
- (j) The EC shall approve and/or select coaches or instructors for all programs.
- (k) The 7 elected EC members and the Past President (Executive Committee) will be responsible for the proper conduct of both the EC and members of the NBBA at large.  
No EC member may be excluded from the meeting except for disruptive behaviour.  
Removal of an EC member from the EC may be effected by a two-thirds majority vote of the other EC members; provided that prior to the holding of a vote the EC member in question shall be given



the opportunity to make representation to the EC. This may result in revocation by the EC of membership privileges.

- (l) EC members who miss 3 meetings in a row will be asked to review their commitment and availability to being on the EC.

## **ARTICLE 9      CONDUCT OF COACHES**

Coaching staff for all teams in the Nepean Blue Devils Basketball Association are expected to provide leadership and maintain required discipline of members of their team. Their goals are to:

- Provide examples of good sportsmanship and fair play
- Provide all players with the opportunity to improve their skills
- Emphasise the importance of teamwork
- Provide for the enjoyment of the game
- Teach rules, respect for the rules and the role of officials
- Ensure that all players conduct themselves in an acceptable manner in all team activities

Coaches must ensure proper adult supervision of their players during all games, practices and all other activities associated with their team.

It is recognized by the Executive Committee and the Association that coaches be given full authority and responsibility to manage the operation of their team, both on and off the court. However, in the spirit of fairness and equal opportunity, every effort should be made for all players to participate a fair share in games, practices, and any other activities associated with the team.

## **ARTICLE 10      AMENDMENTS TO THE NBBA CONSTITUTION**

- (a) The Constitution of the NBBA shall not be amended except at the AGM or a special general meeting convened specifically for that purpose. Notice of the proposed amendment shall be given to the Secretary in writing at least 30 days prior to the date of the meeting and shall be available to any interested party at least 15 days prior to the date of the said meeting.
- (b) All proposed amendments to the Constitution shall require a 60% majority of those present and voting at the AGM, subject to the rules of Quorum as defined in Article 12 of this Constitution. Sub-amendments to such amendments may be made and voted upon at the AGM provided that such sub-amendments shall not alter the original intent of the proposed motion.



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## **ARTICLE 11      AMENDMENTS TO GUIDELINES AND REGULATIONS**

- (a) At its General Meeting, the Executive Committee of the NBBA may establish by-laws governing the conduct of meetings, voting, elections, duties of the Executive Committee, conditions for membership, conduct and discipline, and conditions of appeals and protests and any other matters which properly fall within the jurisdiction of the NBBA. Such amendments shall be passed by a 60% majority of those present and voting (and subject to the rules of Quorum as defined in Article 12 of this Constitution) and will be subject to ratification at the next AGM by a 60% majority.
- (b) The Executive Committee of the NBBA may, at its Executive Committee Meetings, establish, amend, revise or repeal any of the Rules and Regulations governed by the Articles and By-laws of the constitution. This includes house league playing rules, registration procedures, budget and fees, operational procedures and activities and other matters as properly fall within the jurisdiction of the Executive Committee. These revisions shall only occur by a simple majority of those present and voting, subject to the rules of Quorum as provided in Article 12 of this Constitution.

## **ARTICLE 12      MEETINGS - Annual General, Executive and General**

- (a) The Annual General Meeting of the NBBA shall be held no later than the 30th day of June of each year. Its purpose shall be to review the activities of the past season, to carry out election of the 7 Executive members, and to consider policies aimed at improving operations for the coming season. Criteria will be in line with the stated aims and objectives of the NBBA, including constitutional amendments, ratification of changes to the by-laws and proposals for alteration to the Rules and Regulations.
- (b) Notice of the date of the AGM shall be made at least 15 days prior to the proposed date. Distribution of such notice shall be made in the most effective means available to reach the greatest number of members, using such media as newspapers, area recreation association newsletters, etc. as is practicable.
- (c) General meetings shall be at the call of the President or, as provided for by the by-laws, upon receipt by the President of the Executive Committee of a request in writing from at least ten members to call a general meeting. The request shall include specific statements regarding the need for such a request and the President shall ensure that such a meeting is called within 30 days of receipt.
- (d) If for any reason, the President has not called a meeting, which has been requested by two or more members of the Executive Committee, within two weeks after being requested, a meeting may be called and chaired by any elected member. Such meeting, subject to the rule of Quorum, shall be legal and constitutional.





- (e) The Quorum for Executive Committee meetings shall be a simple majority of current elected members (Executive Committee).
- (f) Voting members at Executive Committee meetings of the NBBA shall include all elected, appointed and acclaimed members of the Executive Committee, including Team Representatives. Voting members at general meetings of the NBBA shall include all members of the NBBA who have reached the age of majority. Votes shall be carried out on the basis of one vote per individual present.
- (g) The Executive Assistant shall give notice of Executive Committee meetings to all voting members as appropriate at least seven days prior to such meetings. Emergency meetings of the Executive Committee may be called without the usual seven days notice provided that Quorum of the Executive Committee agree to such a meeting.
- (h) The Quorum for the AGM, Executive and General Meetings shall include at least a simple majority of elected and acclaimed members of the Executive Committee plus whatever other number of members of the NBBA are in attendance.
- (i) The Agenda for the AGM shall be prepared by the President and shall include the following essential business:
- Opening remarks
  - Approval of minutes
  - Approval of Agenda
  - President's Annual Report
  - Treasurer's Annual Report
  - Approval of the Treasurer's Report
  - Special reports as deemed necessary by the Executive Committee
  - Constitutional amendments
  - Election of the Executive Committee
- (j) Attendance at Executive Committee meetings shall be open to interested observers or invited guests who may be admitted to any meeting where the Chair grants permission;
- (k) The AGM and all Executive and General Meetings shall be open to the general public. All voting shall be limited to those persons who are voting members of the NBBA in accordance with Article 5.



**ARTICLE 13      DISCIPLINE COMMITTEE**

- (a) The Executive shall appoint a Discipline Committee of three members, at least one of whom must be a voting member of the Executive Committee, to review matters of conduct by any NBBA member meriting attention and possibly disciplinary action. This committee shall be empowered to invoke disciplinary action up to and including temporary suspension of playing privileges. Offenders must be informed of their right to appeal.
- (b) Appeals shall be heard by the Executive at the next scheduled Executive Committee meeting or at a meeting of the Executive convened expressly for the purpose of hearing the appeal. All voting members present at the appeal hearing shall vote on the matter. The usual requirement for notice of a general meeting is waived in order to facilitate a speedy hearing.
- (c) In instances where the Discipline Committee feels suspension of membership is warranted, it shall impose suspension of playing privileges if applicable, and make an immediate recommendation respecting membership suspension to the executive for its consideration at the earliest possible opportunity.

**ARTICLE 14      RULES OF ORDER**

- 1. The rules contained in the "Kerr & King ", shall govern the conduct of the meetings of the NBBA.
- 2. In cases of inconsistency between "Kerr & King Rules of Order" and any special policies, rules or bylaws adopted by the Executive Committee, the latter shall prevail.
- 3. The Committee will operate on a consensus basis whenever possible.

**ARTICLE 15      DISSOLUTION**

- (a) In the event of dissolution of the NBBA for any reason, any disbursement of the assets of the Association will be decided on by a vote of the membership at a general meeting called for that purpose.

