

# Constitution of the Ennismore Minor Hockey Association

(Revised February 24, 2009)

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### Mission Statement:

We, the members of the E.M.H.A., will endeavour to create a healthy environment in which our youth can participate in amateur hockey. We will strive to nurture good sportsmanship and fellowship between athletes, in order that they can heighten their physical, mental and social well being.

### Article C.1-Name

- C.1.1 The name of the organization shall be called the Ennismore Minor Hockey Association.
- C.1.1 (a) This name is to be used with any advertising, tournaments, or announcements concerning the Association.

## **Article C.2-Affiliation**

- C.2.1 The Association shall be an affiliated club of the Ontario Minor Hockey Association and under this affiliation comply with the O.M.H.A. Manual of Operations.
- C.2.2 The Association shall be the sole governing body for minor hockey within the former Township of Ennismore within the Township of Smith-Ennismore-Lakefield and the Association's legal boundaries as established by the O.M.H.A. in accordance with Rule 7 and Rule 18 of the Manual of Operations.

## **Article C.3-Objectives**

### **The Ennismore Minor Hockey Association's Objectives shall be:**

- C.3.1 To provide player and team instruction, and to promote minor hockey at the club level, both competitive and non-competitive, for all eligible players.
- C.3.2 To ensure affiliation with suitable leagues for all teams formed.
- C.3.3 To emphasize good sportsmanship from ALL players, coaches, managers, trainers, executive members and parents.
- C.3.4 To encourage all those involved to play the game for the game's sake, with proper respect for other competitors, referees and fans.
- C.3.5 To carry out the business of the Association without purpose of gain by its members, and to use any profits of the Association for the promoting of its objectives.

## **Article C.4-Membership**

- C.4.1 Membership in the Association shall be composed of ALL families residing in the Township of Smith-Ennismore-Lakefield, or the Association's legal boundaries, as defined by the O.M.H.A., on the basis of ONE membership per family unit. Said family must have registered a minor hockey player for the membership year. Only one vote per family unit shall be allowed.
- C.4.2 Membership may be granted for a two-year tenure, by the Executive, to an interested resident of the Township of Smith-Ennismore-Lakefield, or the Association's legal boundaries, for the purpose of filling vacant Director's positions following the Annual General Meeting. This membership status must be to a maximum of two persons on the basis of ONE membership per family unit.
- C.4.3 Membership in the Association must be renewed each year per Article C.4.1.

- C.4.4 By holding membership in the Association, persons are entitled to attend and vote at Annual General and General Meetings and to hold office in the Association.

### **Article C.5-Amendments**

- C.5.1 The Constitution and By-Laws shall be discussed by the Executive prior to the Annual Meeting for the purpose of recommending changes, if any.
- C.5.2 Amendments to the Constitution and By-Laws, will be accepted in writing ONLY, by the Secretary of the Association no later than 21 days prior to the Annual General Meeting. A 2/3 majority vote of those members present will be required for passage.
- C.5.3 By-Laws may be amended by elected and/or appointed Executive members by a 2/3 majority vote at any duly constituted Executive Meeting. The general membership shall be advised immediately of such amendments.
- C.5.4 Amendments to the Constitution and By-Laws approved at any Annual Meeting shall come into force immediately.

## **By-Laws of the Ennismore Minor Hockey Association.**

**(Revised February 22, 2009)**

### **Article B.1-Executive**

- B.1.1 The Executive Committee shall consist of President, Past President, Vice President, Secretary, Treasurer, and Eight (8) Directors.
- B.1.1A Executive Officers shall consist of immediate Past President, President, Vice-President, Secretary, and Treasurer.
- B.1.1B Should any vacancy occur during the term of office, the Executive Committee shall have the power to fill that vacancy following the rules in the constitution.
- B.1.1.C An Executive Member who is absent from three consecutive meetings without sufficient cause shall, upon a motion passed by a majority of the Executive Committee, cease to be a member of the Executive Committee and the Executive Member shall be notified of the passed motion.

B.1.1.D The Executive Committee shall have the power to take action within the scope of the Constitution and By-laws. Without limiting the foregoing, the Executive Committee shall more particularly:

(A) Appoint such standing Committees, Officials or other voluntary personnel, as it shall consider necessary for the efficient operation of the Ennismore Minor Hockey Association. The following committees or individuals shall be nominated and voted for or appointed by the Executive Committee:

- a. Registration
- b. Equipment
- c. Referee-in-Chief
- d. Coaching
- e. League Contacts (Trent Valley, Hasting & District, LEO)
- f. Sponsorship & Publicity
- g. Tournaments
- h. Banquet, Trophies/Awards
- i. Scheduling Ice
- j. O.M.H.A. Representative
- k. Fundraising Committee
- l. Abuse/Harassment Representative

A yearend written report outlining the committee or member's activities for the past year will be presented then submitted to the Secretary by the representatives of the above committee at the Annual General Meeting.

B.1.1.E The Executive Committee shall have the privilege of forming a Nomination Committee.

B.1.1.F To be eligible for nomination as an Executive Officer, the nominee shall have been a member of the Executive Committee.

B.1.1.G The President, at the discretion of the Executive Committee, may remain in Office for a period of not more than two years.

B.1.1.H The President or a Vice-President shall reside at all meetings of the Executive Committee.

B.1.1.I The President shall act as the Signing Officer, together with the Treasurer or Secretary, on all contracts, or other legal matters.

B.1.1.J The Vice-President shall perform such duties as are assigned by the President and substitute in them as required.

- B.1.1.K A member of the Executive Committee shall endeavour not to hold more than two positions in the Ennismore Minor Hockey Association.
- B.1.1.L The President or his designate shall have the power to suspend any player or coaching staff member for unpartisan like conduct on or off the ice and/or abusive language to any of the officials or players. The President shall have the power to impose such suspension in respect to any incident, which may occur in exhibition games or practises as well as regularly scheduled games. All suspensions shall remain in effect until dealt with by the Executive of the Ennismore Minor Hockey Association.
- B.1.2 The Executive Committee shall, by simple majority vote, appoint person(s) to fill vacant Executive posts for the remaining of the term.
- B.1.3 Voting Executive Committee members are to be elected annually and serve 2-year tenure.
- B.1.4 The Presidency shall be limited to any member of the Association. **The Executive Officers shall NOT consist of more than one family member per household.**
- B.1.5 The President or his/her appointee shall preside at ALL meetings of the Association. A Vice-President shall perform the duties of the President in his/her absence.
- B.1.6 The Executive Committee shall establish duties of the Vice-President and the Directors.
- B.1.7 The Secretary shall notify the Executive Committee members of the time and place of all meetings. He or she shall keep on file, all correspondence, and shall read it at the Executive Committee meetings. The Secretary shall also keep an accurate record of the proceedings of the Association and perform such duties as shall be necessary for the good and welfare of the Association.
- B.1.8 The Treasurer shall be responsible for the depositing and disbursing of ALL Association funds. He/she shall keep accurate records of ALL Association financial transactions. He/she will produce an interim report (Income/Expenses) for the period up to and including the last day of the month immediately before the Annual General Meeting. He/she shall within 30 days after the Association's year-end (May 31<sup>st</sup>), turn over ALL records, bankbooks, etc., to the Association's accountant for review of the Association's financial affairs for the 12 months ended May 31<sup>st</sup> annually. He/She shall attend all Association meetings (Executive

or General) and be prepared to give interim financial (verbal or reports) when requested.

- B.1.9 Cheques must be signed by two (2) of three (3) specified signing officers. These are to be the President, Vice-President, Treasurer, and another Executive member. One of the signing officers must be the Treasurer. Signing officers to be determined at an Executive meeting. Cheques for expenses of \$250.00 or less may be issued by the Treasurer. Amounts in excess of \$250.00 are for voting by the Executive. (See Article B.2.18)
- B.1.10 A rules and discipline committee will be formed annually. This committee is to consist of THREE members of the Association who are NOT coaches within the Association. Said members of this committee will have to declare conflict of interest in matters dealing with one of their own family members.
- B.1.11 Other committees may be formed as need arises. All committees must report back the Executive for approval and action where it is necessary.

B.1.12 **Director Responsibilities**

**Banquet/ Trophy Case/ Minor Hockey Board**

- 1) Shall be responsible for running annual Banquet.
- 2) Shall make recommendation to the Executive Committee on type of banquet and expense for their approval.
- 3) Shall maintain the EMHA board in good state with updated information as the need arises.
- 4) Shall update and maintain the trophy case at least once yearly.

**Coaching**

- 1) The coaching committee shall consist of five Executive members, one of whom will be the President or Vice-President.
- 2) Advertise for all teams staff requesting written applications, which will include a police criminal record check, for the present hockey season.
- 3) Interview all applicants.
- 4) Make recommendation to the Executive Committee for approval of the coaching positions.
- 5) Any coaching committee member, whose name appears on any team staff list, will not be permitted to take part in the process of nominations for the said member that has applied.
- 6) No person shall be added to the staff of any team without t his committee's approval.

- 7) The committee shall be responsible for holding a coaches, and managers meeting prior to the start of the season, informing the staff of pertinent Policies of the E.M.H.A.
- 8) The committee will report at least monthly of any problems with any team staff.
- 9) Make recommendations at the end of the season for potential coaching staff for the upcoming season.
- 10) Shall set up and advise of potential coaches, trainers, and managers of necessary certificates required for each position including coach's certification, trainer's certification and harassment clinics.
- 11) Shall ensure that the coaching staff is kept abreast of any correspondence that may assist them in running their team. (i.e. rule changes, promotions, etc.)
- 12) Shall maintain an up to date registry of all team staff with certifications, disciplinary actions and citations for current hockey season.

### **Equipment**

- 1) Shall ensure that all hockey equipment owned by E.M.H.A. is maintained in a good state.
- 2) Shall sign out and maintain ledger of all hockey equipment for the hockey season and ensure that the said equipment is returned in a good state.
- 3) Shall arrange for the handling, storage, repairing and cleaning of all hockey equipment owned by E.M.H.A.
- 4) Shall when necessary and at the approval of the Executive, purchase equipment as needed including but not limited to name bars, goalie equipment, sweaters, socks.

### **Fund Raising**

- 1) Shall correspond with the Executive Committee at the beginning of the end of the current hockey season to set up fundraising initiatives for the up coming hockey season.
- 2) This committee shall be made up of at least five Executive Members, one being the President or Vice-President of the Executive Committee.
- 3) Shall create fundraising initiatives that will assist the Executive Committee to meet the financial obligations for the upcoming hockey season.
- 4) Shall ensure that the Executive Committee approves all fundraising initiatives.
- 5) Shall keep the Executive Committee up to date of any fundraising venture.

### **Harassment/ Abuse Representative**

- 1) Shall not be a member of the E.M.H.A.
- 2) Shall be certified by the O.M.H.A. to look into such matters brought forth by the Executive Committee.
- 3) Shall attend at least one meeting of the Executive.

- 4) Committee to inform the Committee of his/her responsibilities and duties.
- 5) Shall keep the President up to date of any investigations being conducted involving a member of E.M.H.A.

#### **Ice Scheduler**

- 1) Shall correspond on a continual basis with the ice scheduler for the Ennismore Community Centre.
- 2) Shall make recommendations to the Executive Committee of the amount ice time required on a yearly basis for their approval.
- 3) Shall not give any ice up without approval of the Executive Committee.
- 4) Shall correspond on a regular basis with the League contacts to ensure all ice requirements are being met.
- 5) Shall endeavour to ensure that a method is put in place to ensure fairness is given to all teams when any team for any reason gives up ice.
- 6) Shall attempt to give teams the same ice time each week.
- 7) Shall submit a report to the Executive committee at the general meeting the amount of times designated for each team throughout the year.
- 8) Shall post weekly the ice time one week in advance.
- 9) Shall provide copies of scheduled ice time to the Treasurer and the President of E.M.H.A.

#### **League Contacts**

- 1) Shall represent E.M.H.A. at all meetings.
- 2) Shall supply available ice time to appropriate League personnel.
- 3) Shall handle all correspondence between league and E.M.H.A.
- 4) Shall offer input and vote on the vested interest of the E.M.H.A., however prior to any vote involving a major change must notify the Executive Committee for input and possible direction.
- 5) Shall maintain a close liaison with the O.M.H.A. representative and the Ice Scheduler.
- 6) Shall set-up all games between competing centres when necessary.
- 7) Shall assist coaches and players regarding issues involving Individual leagues.

#### **Ontario Minor Hockey Association Representative (O.M.H.A. Rep)**

- 1) Shall ensure that all players' cards are completed and submitted to the O.M.H.A. office no later than 1<sup>st</sup> October of the current hockey season.
- 2) Shall ensure that all roster lists are completed and stamped no later than 1<sup>st</sup> October of the current hockey season.

- 3) Shall ensure that each team is given and submits a completed Affiliated Players list to the O.M.H.A.
- 4) Shall ensure that notification of any league meetings are passed on to the League Contacts.
- 5) Shall be the contact between the E.M.H.A. and the Referee-In-Chief.
- 6) Shall ensure that all game sheets are picked up and mailed to the appropriate area of the O.M.H.A.
- 7) Shall notify any team of player major penalties, misconducts or game suspensions.
- 8) Shall along with the President represent the E.M.H.A. at any hearing directed by the O.M.H.A., involving E.M.H.A. players or coaches.
- 9) Shall attend along with the President the Annual O.M.H.A. meeting with expenses for meals and fuel paid for by E.M.H.A.
- 10) Shall attend the Executive meetings to give an update of any issues that may arise from time to time.

#### **Referee-In-Chief**

- 1) Shall appoint referees for all games requested. His/Her appointments are final.
- 2) When a referee does not put in an appearance it shall be immediately reported to the O.M.H.A. representative or designate in his/her absence, who will then notify the Referee-in-Chief.
- 3) Shall through clinics, train and supply sufficient referees to satisfy the demand of the Association.
- 4) Shall encourage and promote upgrading of referees to O.M.H.A. and O.H.A. standards.
- 5) Shall attend at least one Executive Meeting.

#### **Registration**

- 1) This committee shall consist of at least three members of the Executive Committee to assist in registering hockey players with the E.M.H.A.
- 2) Shall set up at least three registration dates in which members may sign up for the upcoming hockey season.
- 3) Shall distribute registration forms, refund policy, Rep tryout schedules, fund raising information and provide receipts.
- 4) Shall provide the Executive Committee with the number of players in each division.
- 5) Shall maintain records of all hockey players signed to an E.M.H.A. card as per O.M.H.A. rule and regulations.
- 6) Shall submit to the Secretary of the E.M.H.A. a copy of all registered hockey players with the E.M.H.A.
- 7) Shall liaise with coaches and treasurer regarding late registrants.
- 8) Shall provide O.M.H.A. representative a team list of all players.

- 9) Shall correspond with parents, coaches, and Executive Committee members on an as needed basis.

### **Sponsorship and Publicity**

- 1) Shall maintain a record of all sponsors.
- 2) Shall be the liaison between sponsors and the E.M.H.A.
- 3) Shall keep a record of paid and unpaid sponsors and provide the Treasurer names of any unpaid sponsors by December 01<sup>st</sup> of current hockey season.
- 4) Shall meet at least once yearly with the sponsor outlining what the sponsor received for their sponsorship.
- 5) Shall attempt to obtain new sponsors as required for E.M.H.A. teams.
- 6) Shall establish contacts within E.M.H.A. to confirm results of games are being forwarded to necessary media outlets.
- 7) Shall ensure that a letter is being sent yearly through the Secretary acknowledging the sponsors support.
- 8) Shall be responsible for the pictures taken by all teams and ensure the sponsors receive a picture.

### **Tournaments**

- 1) Shall ensure that all teams notify the Executive Committee of all tournaments.
- 2) Shall ensure that any tournament sanctions by the E.M.H.A. are posted on minor hockey board as to ensure there are no conflicts.
- 3) Shall encourage teams to host tournaments to heighten Ennismore Minor Hockey exposure to other communities.
- 4) Shall prepare a tournament package available to assist teams with information on running a tournament.

## **Article B.2-Meetings**

- B.2.1 The annual meeting of the Association will be held no later than May 30, at a place selected by the Executive. The date shall be declared 30 days in advance.
- B.2.2 (1) Anyone is welcome to attend, but ONLY those entitled to vote may receive a ballot for the purpose of voting. (see Constitution, Article C.4)
- (2) Each Executive member will have one vote. The vote shall be in addition to the membership vote allowed in C.4.1. In cases where Executive members and family members both exercise the right to vote, only one vote will be allowed per person.

- B.2.3 Notice of the Annual General Meeting must be made public at least 20 days prior to the meeting and its purpose clearly defined, by means of public announcement and/or letter to coaches and each paid member (ie radio, press, etc.)
- B.2.4 No member shall speak twice on the same subject without permission from the Chairman, unless in explanation, but the mover may speak once in reply.
- B.2.5 A member desiring to speak or submit a motion, shall rise and remain standing and address the chair. He/she shall confine the remarks to the question, and shall not be interrupted unless a point of order.
- B.2.6 Upon a point of order being raised while a member is speaking, or when called to Order by the chair, he or she shall at once resume their seat. The point shall be stated by a member objecting, the chair shall rule upon the objection without debate. The decision of the Chair will determine whether the matter may continue.
- B.2.7 When a motion is under debate, no other motion shall be entertained, except one to lay question on the table or to amend it.
- B.2.8 An amendment, which entirely changes the subject of the original motion shall not be entertained as an amendment or substituted for the original motion.
- B.2.9 After a motion has been stated by the Chair, the motion becomes property of the Association. But it may be withdrawn at any time prior to amendment, unless this is objected to by a member.
- B.2.10 There shall be no debate upon any motion after the Chair has put it to the meeting.
- B.2.11 Where a vote is called it shall be taken by a show of hands unless two members desire a vote by secret ballot. This ballot shall be taken in such a manner as the Chair directs.
- B.2.12 No proxy votes are to be recognized at any meeting for any reason whatsoever.
- B.2.14 **Agenda-Order of Business- Annual General Meeting**
1. Open meeting
  2. Reading of minutes- last Annual General Meeting or General Meeting
  3. President's Remarks
  4. Correspondence- reading of same
  5. Treasurer's Report
  6. Registrar's Report
  7. Convenor's Report

8. Amendments (Constitution and By-Laws)
9. Notice of Motion
10. General Business (per past year)
11. New Business- Arising from General Business
12. Election of Officers
13. New President's Remarks (if applicable) New Executive takes over June 1<sup>st</sup> annually.
14. New Business- Arising from election of officers for new year
15. Adjournment

**B.2.15      Agenda – Executive Meetings**

1. Open Meeting
2. President's remarks
3. Correspondence
4. Treasurer's Report
5. Business arising from correspondence and Treasurer's report
6. Committee reports
7. Business arising from Committee reports
8. New Business
9. Date of next meeting
10. Adjournment

B.2.16      Regular Executive meetings should be held at least once monthly during the playing season.

B.2.17      Special membership meetings shall be called by the President on the request of 5 or more members.

B.2.18      A Quorum shall consist of:

- (1) Executive Meetings- majority of the elected and/or appointed Executive Members present (e.g. 4 of 7)
- (2) General Meetings- majority of members being minimum of 25 members present.

B.2.19      The Executive of the Association shall meet with **ALL** team coaches, managers, trainers, etc. at least once prior to the start of the playing season for the purpose of clarifying objectives, aims and discipline expected, etc., of the Association. Further meetings throughout the season shall be called as the need arises.

**Article B.3-Finances**

B.3.1      The Treasurer shall prepare and present a budget for the coming year within 90 days after the calendar year end. He or she shall have the assistance of the President, or their delegate and at least one of the Vice-Presidents. Said budget to be discussed by the Executive within 30 days of being presented by the Treasurer.

- B.3.2 Registration fees for the coming year to be set based on the budget and voted on at an Executive meeting.
- B.3.3 Gate receipts during regular season are for use of the Association. Admission prices to be set by the Executive. Collection of the same is the responsibility of each team's management or as the Executive directs.
- B.3.4 Gate receipts during the playoffs are to be used to off set O.M.H.A. and game fees and balance to be used by the Association at their discretion.
- B.3.5 Referee fees for regular and post-season play are the responsibility of the Association. Payment is to be documented and controlled by the Referee Director.
- B.3.6 Association accountants are to be appointed by the Executive prior to the fiscal year end to prepare an audited financial report for the calendar year (see Article B.1.8)
- B.3.6 (a) Receipts for tournament gate, registration, kitchen, fundraising activities, etc. (for clarification) and other are to be used to off set expenses for tournaments and any balance to be used by the Association at their discretion.

#### **Article B.4-Registration**

- B.4.1 Team management shall be responsible for signing players of their team prior to signing deadlines. All such cards, including birth certificates, and other documents required shall be turned over to the registrar for submission to the O.M.H.A.

#### **Article B.5-Team Management**

- B.5.1 Those persons wishing to coach or manage an Association team, shall apply upon request, to the Executive in writing for the same, each year stating team requested, their experience, qualifications, etc. The decision of the Executive in awarding teams to individuals shall be final. If a dispute arises, it is to be presented to the Executive to be resolved.
- B.5.2 Trainers and/or Assistant Coaches, Managers may be appointed by respective coaches and/or managers.
- B5.3 **Payment of Team Debts-** The Association will not be responsible for any debts incurred by any team or team official unless approval is received from the Executive after a vote on the same. (Article B.2.18)

## **Article B.6-Rules, Discipline and Suspensions**

- B.6.1 The Rules and Discipline Committee as appointed by the Executive shall deal with all items relating to suspensions and appeals, develop rules of conduct for players, coaches, and all team management and, establish penalties for same within the Association.
- B.6.2
- 1). No player has the right to abuse either physically, verbally any Coach, Manager, Association Official, etc. at any time.
  - 2). Players shall be expected to obey any reasonable request put to them by team management. (Directed at, in opinion of team management, improving individual or team performance) during either practices or games.
  - 3). Swearing and/or foul language, during games to and from the players' bench or within the penalty box, or in home or visiting arenas will not be tolerated.
  - 4). Team management shall be responsible for players' behaviour when participating in league, tournament, exhibition, or post-season play on the ice or while in the arenas involved.
- B.6.3 Team management shall have the authority to suspend a player(s) either for portion of one (1) game or an entire one (1) game for flagrant and continuous breaches of the above. NOTE: The intent on the above is to provide team management more authority in disciplining the players in their care.
- B.6.4 The Rules and Discipline Committee will handle any occurrences requiring more than one (1) game suspension. Players will be notified of the actions taken and why in writing. The Committee shall inform the Executive of all cases of the imposition of said Article.
- B.6.5 **Appeals-** A player who has been suspended by his coach or team management, and who wishes to appeal said decision, may appeal to the Committee for review of same. The Committee will hear the player's side of the story and either uphold the team management's decision or call for a meeting between team management and the player, and in their presence seek to resolve the dispute. Failing a resolution to the problem at this level, the Committee shall take the dispute to the Executive and shall present both sides, for decision. Decisions at this level are final.
- B.6.6 The Committee, may with the approval of the Executive, suspend and/or expel any player, coach, manager for notorious and constant

foul play, unsportsmanlike, ungentlemanly conduct, individually or collectively, during games of league, exhibition, or tournament play.

B.6.7 Any player, coach, or manager, or Association official who is in charge of a team or comes in direct contact with a team during games in league, exhibition, tournament play or post-season play whose actions appear to be caused by drugs or alcohol, may be given up to a one (1) year's suspension by the Executive.

B.6.8 No player, coach, manager or game official shall be allowed to partake of alcoholic beverages, or drugs while involved with a team during pre-game, game, or post game activities.

### **Article B.7- Player Eligibility**

B7.1 All players residing in the Township of Ennismore and its legal boundaries as established by the O.M.H.A. Proof of address may be required, in particular where Rural Routes and Post Office Box Numbers are used. This is to be determined by the Registrar.

### **Article B.8- Constitution Review**

B.8.1 Constitution to be reviewed at General Meeting and adopted by members and duly signed by President, Vice-President and Secretary and dated each year.

# Ennismore Minor Hockey Association (E.M.H.A.)

## General Rules and Regulations

- 1) Any team advancing to the O.M.H.A. final shall receive an award from the E.M.H.A.
- 2) It shall be the responsibility of the Executive Committee and Coaching staff to see that all players are played equally as possible on all teams.
- 3) All registration fees must be collected annually at registration of each hockey season. Failure to pay by that date means the player may not be allowed to play until paid.
- 4) Anyone owing fees from the previous year will not be allowed to register until all funds owing are paid in full.
- 5) At the discretion of the Executive Officers, financial assistance may be arranged through E.M.H.A., area service club or government services for those who express and confirm inability to pay.
- 6) All players must play for their proper age classification unless approved by the Executive, after conferring with parents and coaches.
- 7) Any player wishing a release must come before the Executive Officers to state their reasons. All cases will be dealt with individually after consultation with parents and coaches involved.
- 8) The President may suspend a player or a coaching staff member for one or more games for the following infractions committed during, before, or after any game or practice:
  - a) Abusive Language
  - b) Smoking and/or alcohol in the dressing room
  - c) Destroying or mishandling property belonging to others
  - d) Ungentlemanly conduct on or off the ice
  - e) Stealing the property of others
  - f) Any other infraction or act that the President identifies.
- 9) Coaching Staff or Executive Committee members shall report all offenders to the President with recommendations.
- 10) No one shall intentionally deface or modify any sweaters owned by the E.M.H.A.
- 11) The Executive Committee will make available a first aid kit for all Trainers and notify trainers that they shall carry it with them at all team practices and games.
- 12) The E.M.H.A. on approval of the Executive Committee will pay half of the required Trainer and Coaches fees and full Harassment Clinic Certification fees.
- 13) The E.M.H.A. shall pay the registration fee and mileage for each delegate to a maximum of three allowed to attend the O.M.H.A. Annual General Meeting when funds are available.
- 14) Executive Committee members appointed to attend O.M.H.A., O.H.A. or other approved league meetings shall be paid Twenty-Five Cents (\$0.25) per kilometre. Such mileage shall be submitted to the treasurer for his/her approval.
- 15) Admission is to be charged for all League and Play-off games.

- The coaching staff of the visiting team, parents and siblings of players on the Ennismore team playing, Executive Members, and sponsors will be exempt.
- 16) The following is a list of recommended duties and responsibilities of all team Managers:
    - a) Shall hand out a projected budget in writing to all team members at the beginning and end of the season. Expenses that are not pertinent to the necessary functions of the team shall be approved by a majority of the team parents.
    - b) Shall purchase a receipt book at the expense of the team and shall hand out receipts for team monies collected.
  
  - 17) Once the first playoff game begins, it will be at the discretion of the Ice scheduler and the President of E.M.H.A., when teams in the Association will practice and play such games. The schedule will be posted one week in advance and appropriate team managers will be contacted. It is also the duty of managers to confirm with the Ice Scheduler of game times and practice times once playoffs begin.