

PRAIRIE GOLD LACROSSE LEAGUE (PGLL)



RULES & REGULATIONS

2015 POLICY MANUAL – revised April/2

CONSTITUTION

Article 1: Name

The name of the organization is the Prairie Gold Lacrosse League (PGLL).

Article 2: Affiliation

The Bylaws of this organization are subject to the terms and conditions imposed by the Saskatchewan Lacrosse Association (SLA), and the Canadian Lacrosse Association (CLA). Where a conflict arises between these Bylaws and the rules of the SLA or CLA, the SLA or CLA rules will govern.

Article 3: Purpose

The purpose of the organization shall be to administer the Prairie Gold Lacrosse League (PGLL).

Article 4: Objectives

The objectives of the PGLL are to:

1. Foster, promote, govern and improve post midget box lacrosse in Saskatchewan (hereinafter referred to as "Major Lacrosse").
2. Foster among its members, supporters and teams, fair play and sportsmanship and a general community spirit while maintaining and promoting interest in the game of lacrosse.
3. Control and exercise a general care, supervision and direction over all playing interest in the league or other activities entered by the league and its members.
4. Institute and regulate competition in Major Lacrosse.

BYLAWS

Bylaw 1 – Membership

- 1.01 All individual players, teams and associations must register with the Saskatchewan Lacrosse Associations in accordance with their registration fees and deadlines.
- 1.02.1 Membership in the organization shall consist of each team playing in the PGLL.
- 1.02.2 Any Club/Association/Community that has more than one junior team in the PGLL will be required to draft two equal teams.
- 1.03 Applications for membership by teams must be submitted no later than February 15th, unless extended by the PGLL at an organization meeting.
- 1.04 Each prospective member, as a condition of membership in the PGLL shall agree that:
 - a) All members recognize the PGLL as the supreme authority concerning Major Lacrosse in Saskatchewan subject to the right of appeal to the SLA and the CLA;
 - b) All members shall unconditionally commit to obey and abide by the Objectives, Bylaws, Regulations, Rules and Policies of the PGLL, SLA and CLA.
- 1.05 The PGLL shall have the sole and absolute right to accept or refuse an application for membership in the PGLL.
- 1.06 Membership in the PGLL shall take effect upon the acceptance of the application for membership in the PGLL.
- 1.07 Any member may resign from membership in the PGLL by submitting its resignation in writing to the PGLL. Upon submission such member shall forfeit its rights and privileges in the PGLL.
- 1.08 A member may be expelled or suspended from membership in the PGLL by a resolution passed by two-thirds (2/3) of the members in a meeting called for that purpose. No member shall be expelled without having first been given a fair hearing in accordance with the rules of natural justice, by the members at the aforesaid meeting.
- 1.09 The PGLL may, by a vote, of two-thirds (2/3) expel or suspend any member who has failed to pay membership fees to the PGLL as per policy.
- 1.10 A member shall cease to become a member of the PGLL only by resignation or

expulsion.

- 1.11 A member who is suspended continues to be a member but has no rights or privileges of membership.

Bylaw 2 – Performance Bond

- 2.01 Each team is required to post with the PGLL, a bond in the sum of **five hundred (\$500)**, on or before March 10th. The league will retain this bond until a member voluntarily withdraws and is not in default of these Bylaws.
- 2.02 The PGLL may make withdrawals from the bonds on deposit for fines assessed to any member. Any deficit to a member's bond must be paid within fourteen (14) days after receiving the notice of the deficit.

Bylaw 3 – PGLL Meetings

- 3.01 The PGLL shall be governed by the entire PGLL membership.
- 3.02 Each member shall have one vote at a PGLL meeting
 - a) No absentee voting shall be allowed.
 - b) No individual may carry more than one member vote.
- 3.03 The SLA Major Box Director shall chair the PGLL meetings, or another member as appointed by the SLA Major Box Director.
- 3.04 General meetings of the members will be held from time to time as decided by the SLA Major Box Director. It is necessary, however, that a minimum of seven (7) days notice be given.
- 3.05 Quorum shall be a minimum of 33% of the total voting members rounded up.
- 3.06 PGLL will hold a scheduling meeting annually on or about the third weekend in March to finalize the upcoming season's schedule. This meeting will also serve as a semi-annual meeting for the PGLL.
- 3.07 All teams must have a representative at all PGLL meetings. Failure to attend will result in a \$100 fine levied on the team.

Bylaw 4 – Discipline Committee

The PGLL will abide by all SLA minimum suspension policies as included in Policies 3.01 and all code of conducts as included in Section 4 of the SLA policy handbook. Therefore, a discipline committee will be formed only as required by SLA policy.

Each team shall appoint one individual that shall be available to sit on a discipline committee as required. This representative must be submitted to the Commissioner one week before the first scheduled PGLL first regular-season league game or a fee of \$150 will be issued if it is late.

A committee of 3 members shall be formed to deal with any disciplinary issues. These individuals shall be available to sit on a discipline committee as required.

In the event that a PGLL Commissioner has been appointed, the Commissioner will work in conjunction with the discipline committee to review incidents, interpret SLA policy and hand out supplemental discipline.

The disciplinary process shall follow all SLA policy as included in Section 4 – Code of Conducts.

Section 1 – Discipline Process

- 1) If there is an incident in the game the home team must send a picture or an email to the Discipline Commissioner, within 12 hours of final whistle. If not received within the time frame a penalty fee of \$150 dollars will be issued.
- 2) Discipline commissioner will then review the incident.
 - may need further involvement depending on incident
 - If further involvement is needed then a Discipline Committee is set up, chaired by the Discipline Commissioner.
 - If an appeal is requested then an alternate committee (three members will be selected) is setup along with the Discipline Commissioner and Commissioner in attendance but don't have a vote on the final discussion.
- 3) Discipline Commissioner will then review final report and come up with a discipline action.
- 4) The action is then passed onto the League Commissioner for a second and final review.
- 5) Discipline Commissioner notifies Players/Coaches of the discipline action.

Bylaw 5 – Team Governance

PGLL Suggested Team governance

Owner:

General Manager:

Team Manager:

Secretary/Treasurer:
Promotions/Sponsorship:
Head Coach:
Assistant Coach:
Assistant Coach:
Assistant Coach:
Assistant Coach:
Trainer:

Job Descriptions

General Manager

To over see all team operations, to help all members of the board.

Team Manager

To work with players to collect all fees, to inform players about events (games, practices, ECT.)

Secretary/Treasurer

To collect funds from manager, put together books.

Put together all programs, signage

Promotions/ Sponsorship

To develop a program to promote the team

Advertising

Prep club

Community association work (handicap, hospital kids)

TV

Radio

News papers in the province

To find team sponsors. Sell advertising. To be used for the programs and jerseys.

Recruit large corporate sponsors

Coaches and Assistants

Work all aspects on the floor play, and discipline

Trainer

To care for all players attend all injuries, get medical reports; get all players to have medical releases

REGULATIONS

Regulation 1: Managers, Coaches and Trainers

1. Each coach, manager, trainer as an official of the member, is responsible for the proper observance of the bylaws and regulations.

2. All PGLL team's coaching staff on the bench are required to be Box Competitive Introduction in Training in their 1st year of coaching, then Trained in their 2nd year and all years after. This differs at Founders National Championships
3. All coaches in the PGLL must submit a signed coach code of conduct form prior to the season.
4. Max 6 personal on bench, head coaches, assistant coaches, and one trainer
5. Trainer qualifications, one of the following:
 - Any St. John Ambulance Emergency First Aid course of 8 hours or more
 - Canadian Red Cross Standard First Aid & Basic Rescuer CPR course
 - Canadian Red Cross Sport First Aid course
 - Any CAHA Hockey Trainer's Certification Program
 - A professional designation (examples: MD; RN; Physiotherapist, Policeman; Fireman).
 - From the above, please be clear CPR (as a stand-alone certification) is NOT an equivalency.

Regulation 2: PGLL Team Entry Fee

1. Each team is required to pay an entry fee of \$1100 by the deadline of May 1.
2. The entry fee will be used for the payment of referees for play-offs, PGLL banners, all-star awards, All Star game floor and referees costs, hosting and administration of the PGLL website and honorariums for the PGLL Commissioner and PGLL Referee-in-Chief and any other expenses as approved at a PGLL meeting.
3. Any net income/deficit remaining at the completion of the PGLL season will remain accounted for by the PGLL.
4. Any outstanding amount of money that is due to the PGLL must be provided to the office 10 days after the deadline or incident occurs. If it does not occur see bylaw 2.02. Special arrangements may be made if approved by the Board of Directors.

Regulation 3: Player Eligibility

1. Roster Guidelines
 - a) Each team is allowed to have a maximum of 25 players listed on their roster and a minimal of 15. Players may only be listed on one roster in each PGLL division.
 - b) Initial rosters are to be submitted to the PGLL three (3) days prior to a team's 1st regular season PGLL scheduled game or at the entry fee deadline on May 1, whichever date comes first. Players may be added at any time until 25 roster spots are taken.

- c) Each team will be allowed five (5) additional roster spots “cards” to make additions and deletions during the course of the season. However the number of players on the active roster may not exceed 25.
 - d) Once a player is registered on the team roster to PGLL and listed on a game sheet then that player is property of that team for the remainder of the year, and any desire to transfer that player to another team will have to follow the procedures in Regulation 4
 - e) Any changes to the registered roster (inclusion of a “card” player) must be reported to the PGLL office by 1 p.m. the day of the game.
2. Each team is also allowed five (5) underage affiliate players to be picked up throughout the season in addition to the 25 registered roster spots. These midget or underage players will be indicated on an “Affiliate Player List” and will be registered with the PGLL at the same time as the active roster. The Affiliate Player list may be added to and deleted from throughout the season. Any changes requested to the Affiliate Player List must be registered with the PGLL immediately.
 3. Affiliated (underage) players rosters that are eligible for Junior or Senior teams must be sent into the PGLL office before the first game of playoffs starts.
 4. A PGLL registered player must be listed on the score sheet and participate in three (3) regular season games to qualify for participation in league playoffs with that same team. This does not apply to underage or midget affiliated players. This player must be dressed and on the bench and not just written on the game sheet in order to be included in a three-game. A player’s name can be stroked off at the end of the game by the coach and confirmed by the game official if player’s name is left on game sheet due to possibility of being late.
 5. Any Club/ Association that has more than one junior team will be required to draft new players on an equal basis.(this would be any new player that did not play on, affiliate with, or previously drafted by that team).
 6. Associations that are not located in Regina and Saskatoon will have the opportunity to dress up to 2 players that are 22 years of age. The players that are selected must clear the discipline commissioner and the discipline committee and will only be granted the eligibility to play based on their previous track record. If these associations are able to post a full roster, over age players will be restricted from participating. Qualified over age players are eligible to participate in the league play-offs
 - A player that is considered an overage player must have played a minimal of 50 % of the games within the PGLL the year prior in the PGLL to be eligible to become an overage player

Regulation 4: Player Movement

1. Players who have registered with a member for the current season and later wish to move laterally (within the same Tier) to another team within the PGLL must be in possession of a signed release in accordance with SLA Policy 5.01.6.
 - A Midget player picked up by a team will only remain property of that team for that season. The player will become available to be picked up again by any team in the following season.
2. Trades may only occur between teams of the same Tier and the following conditions must be adhered:
 - Trades must be written and signed by both teams and all players involved. This agreement must be completed in full, including the date and the full names of players concerned, and be forwarded to the PGLL for approval within forty-eight (48) hours prior to playing a game.
 - Each trade must be approved in majority by the other teams in the division.. A tie will result in a decline of the trade.
3. A player who has registered with a team in the previous year must obtain a release from that team to play with another team. A player who has not registered with any team in the preceding year, even though they may have played previously does not require a release.

Regulation 5: Scheduling and Game Formats

1. The PGLL teams must submit their recommended team schedule by March 5th of each year. The PGLL will schedule a meeting the third weekend in March annually to finalize the schedule.
2. Any changes to the schedule must be mutually agreed upon in writing, email or fax, a minimum of seven (7) days before the game was originally scheduled to be played. The home team must ensure all parties have been notified including, but not limited to the SLA, PGLL, media, arenas, officials, etc.
3. If a schedule change request cannot be agreed upon seven (7) days in advance then the game must be played as originally scheduled.
4. Consequences
 - i. A team not willing to play the game as scheduled will be assessed a loss and the opposing team will be credited with a win.
 - ii. A team not willing to play the game as scheduled will be subject to a PGLL disciplinary committee hearing where fines may be assessed and the opposing team may receive partial compensation for losses.
5. **Cancelling and/or Forfeiting.** There will be a minimal of \$500 for a regular season game that is canceled or forfeited by a team. There will be a minimal of \$1000 for playoff game that is canceled or forfeited by a team. The Board of Directors will evaluate and

analyze the situation that is canceled or forfeited and has the ability to issue further penalty fees or discipline action if needed

6. League Playoffs or Championships format to be determined, voted on, and carried at the scheduling meeting in March.
7. Regular season league standings tie-breaker (PGLL modified of SLA's and CLA's rule)
 1. Most wins in regular season play
 2. Best record head to head play among tied teams
 3. Fewest penalty minutes in the regular season play
 4. Lowest goals against in the regular season play
 5. Least amount of losses in the regular season
8. League Playoffs or Championships host locations for two consecutive years to be voted on at the AGM. Junior and Senior divisions dates to be determined at the AGM
9. Game time regulations. 30 minutes prior to game time start that the floor be available for warm up. O'Canada to be played or sung prior to game start and starting line-up announced
10. Overtime. League games can end in a tie. If a winner must be decided in league playoffs, the overtime format to be used will follow the latest CLA Box rule book

Regulation 6: Game & Referee Fees/Expenses

1. Home team shall pay for facility and referee fees/expenses.
2. On Floor Referees shall be paid \$75 per game, if the on floor referees are being paid for mileage will be paid \$50 per game. During a festival or tournaments on floor officials will be paid \$75 per game regardless if mileage is made or not.
3. An Off Floor Official is mandatory for all PGLL games and will be paid \$20 per game. If the team does not provide an 3rd official a \$20 fine will be assessed to the home team, payable to the PGLL.

Roles and Responsibilities of the off-floor official shall be:

- Assist minor officials conduct duties (i.e. not operating shot clock/score clock unless for training purposes)
- Assist on-floor officials as requested (i.e. cannot call penalties)
- Identify players during altercations
- Assist in breaking up and/or controlling benches during altercations as designated by the on-floor officials
- Intention to be a local official for official training/development purposes
- Back-up on-floor official due to possible injury

4. Out of town referees will be paid .40 cents/per km and also paid \$10 per/hour for their travel time. Out of town is defined as the playing facility more than 30 kilometers away in one direction from the referee's home city/town limits.
5. The PGLL appoint an officiating assignor to be paid a \$5 per game honorarium at completion of the season.

Regulation 7: Home Jersey Designation

1. Each team must designate their home jersey colors at the same time as they submit their initial roster at the start of the PGLL season. It will be the responsibility of the visiting team to wear jerseys not similar in color to the home team.

Regulation 8: Trophies and Merchandise

1. All league trophies must be submitted, in good condition, to the PGLL by May 1 as per SLA Policy 5.01.8.
2. No merchandise may be created or sold with reference to the PGLL without the consent of the PGLL

Regulation 9: Game Results

1. Home teams must submit the game sheet and an excel spreadsheet form to the PGLL within 18 hours of the completion of the game. A failure to comply with this policy will result in a \$25 fine per offense.
2. Home teams are required to contact the local media, Regina Leader Post, & Saskatoon Star Phoenix immediately after the completion of the game. All email correspondence to the media must be copied to the PGLL office.
3. All game results, including game sheets, must be recorded and submitted in a neat and legible manner. Statistics of goals and assists must be tallied up and put into the columns on the game sheets. It is recommended that teams use pre-printed labels for their rosters. All other markings in the scoring and penalties section must also be neat and clearly easy to read. A failure to comply with this policy will result in a \$25 fine per offense.

Regulation 10: All-star game

1. The PGLL will determine on an annual basis to whether or not to host a league all-star game.
2. If the league chooses to host a game the host site will be determined at a PGLL meeting. The All-star game will consist of teams as follows:
 - a) North Team – 18 players / # of teams in division = # players to be selected from each team. Two or three goalies with the two best against averages.
 - b) South Team – 18 players / # of teams in division = # players to be selected from each team. Two or three goalies with the two best goals against averages.
 - c) The teams with a higher rank will be given the extra player spots. For example, if 5 teams then each team are allowed 3 players and best-ranked 3 teams are allowed 4 players on the team. The ranking will be determined 10 days prior to the all-star game.
 - d) The All-Star teams will be coached by coaches of the team that are in 1st place 10 days prior to the All-Star game, or as otherwise arranged.
 - e) It is recommended that the club hosting the All-Star game, co-ordinate a skills clinic for the minor box players in the afternoon of the All-star game.
 - f) A penalty fee of \$100 per player to a maximum of \$500 for each Junior Team that does not send the minimal of five representatives that is requested by the PGLL Commissioner. If the individuals that are requested cannot attend the All-Star Game the Association that they are from must find a replacement from the same Association that they were chosen from.
 - g) The division that wins the All-Star game will be awarded to host the All-Star game for the next year. Example- if the North beats the South in 2013, one of the associations that make up the North will have the opportunity to put in a bid to host the 2014 All-Star game.

Regulation 11: Player Awards

1. At the completion of the PGLL season, the league will select the following awards:
 1st and 2nd team All-star team for Junior and 1st team All-Star team for Senior
 MVP for each level of play-Junior and Senior
 Play-off MVP for each level of play – Senior, Tier 1 & Tier 2 (Silver)
2. These should be selected based on the following criteria:
 Offensive ability, defensive ability, consistency, sportsmanship, leadership
3. Each member team will select the award recipients in the corresponding level of play. However, junior teams will also be required to vote for the senior team. Each team will submit their choices for the awards to the PGLL but are not allowed to submit any players from their own team.
4. Total point statistics will be used to break any ties in voting.

Regulation 12: Founder's Trophy or President's Cup Teams

1. Player Eligibility
 - a) Regulations 2 & 3 are not applicable to teams picking up players for the Founder's Trophy or President's Cup.
 - b) Players picked up for the Founder's Trophy or President's Cup teams will remain the permanent property of their last club team according to Regulation 2 & 3.
2. Team Eligibility (as determined by the SLA on an annual basis)
 - a) Any junior team within the PGLL may attend the Founder's Trophy – Junior B National Championship.
 - b) Any senior team within the PGLL may attend the President's Cup – Senior B National Championship.
3. Saskatchewan Lacrosse Association Financial Support
 - a) Any SLA financial support will be divided equally among all teams attending the Founder's Trophy National Championship Tournament. The SLA currently only dedicates financial support to provincial teams as per SLA policy.
 - c) Any SLA financial support will be divided equally among all teams attending the President's Trophy National Championship Tournament. The SLA currently only dedicates financial support to provincial teams as per SLA policy.

Regulation 13: PGLL Rules

Equipment

1. All players competing in lacrosse must wear the appropriate equipment as per the Canadian Lacrosse Association approved rule book and CLA Safety & Equipment Guidelines.

Game film

1. The start of the 2016 season each home team will be responsible to record home games. Game footage is extremely important when it comes to discipline action for incidents. If an incident occurs and there is no game footage there will be a penalty fee of \$300 for occurrence

Mouth Guard/Piece

1. All players competing in field or box lacrosse must wear an intra-oral mouthpiece that covers all upper-jaw teeth. The mouthpiece must be worn in the manner that it was designed for.

2. If for medical reasons a mouthpiece cannot be worn then a medical certificate and waiver must be signed by the player and attending physician and be filed at the SLA office.

Gross misconducts and Match penalties

1. Any player that receives a match penalty or a gross misconduct will be issued a \$100 penalty fee. It is up to that Association that the player is registered with to pay the PGLL.

Fighting in Major Box

1. Fighting Major Penalty – (All fighting majors receive game misconduct)
 - 1st fighting major – a game misconduct for remainder of game.
 - 2nd fighting major – a game misconduct for remainder of game plus 1 additional game suspension
 - 3rd fighting major – a game misconduct for remainder of game plus 2 additional games suspension
 - 4th fighting major – a game misconduct for remainder of game plus 3 additional games suspension
 - 5th fighting major – (suspended indefinitely until dealt with by league disciplines committee)
2. Third person in altercation – 3 games or 3 weeks whichever expires first.

Regulation 14: Coaching

1. All teams must have qualified coaches and staff as per SLA/CLA policy manual.

BYLAW 15 – PGLL EXECUTIVE

The Executive of the PGLL shall consist of the following positions with the following term of office:

1. Commissioner (2 years)
2. Vice-President (2 years)
3. Treasurer (2 years)
4. Discipline and Appeals Commissioner (2 years)
5. Referee in Chief (2 years)
6. Marketing Director (2 years)
7. Tournament Committee (2 years)

15.01.1 The term of the office of Commissioner and Treasurer shall be elected on even years, and the term of Vice-President, Referee in Chief, and Discipline and Appeals Commissioner shall be elected on odd years.

15.02 RESIGNATION

A Member of the Executive may resign from office upon giving notice thereof in writing to the Commissioner and such resignation becomes effective in accordance with its terms or upon acceptance by the Executive, whichever may be the earlier date.

15.03 EXPULSION AND SUSPENSION

The Members may, by Special Resolution remove any Member of the Executive before the expiration of his term of office and may, by Special Resolution elect any person in his stead for the remainder of the term of the Executive Member so removed.

15.03.1 The Executive may, by a two-thirds (2/3) vote, remove an Executive Member who, in the opinion of the Executive has been or is being remiss or neglectful of duty or by conduct which impairs his/her performance as an Executive Member.

15.03.2 The office of an Executive is vacated if he resigns his office, if he is removed from office, as herein provided, or if he ceases to have the necessary qualifications.

15.03.3 Where a vacancy occurs on the Executive or in the event that the office is not elected, and a quorum then exists, the Executive then in office may appoint a person to fill the vacancy for the remainder of the term. If there is not then a quorum in office, the Executive then in office shall forthwith call a meeting of the Members to fill the vacancies, and, in default or if there are no Executive then in office, the meeting may be called by any Member.

15.04 MEETINGS OF THE EXECUTIVE

Meetings of the Executive shall be held in Saskatchewan, and follow PGLL Bylaws and/or Roberts Rules of Order.

15.04.1 Where the Executive have consented thereto, any Executive may participate in a meeting of the Executive by conference call or other communications equipment by means of which all persons participating in the meeting can hear each other, and an Executive participating in a meeting pursuant to this subsection shall be deemed for the purposes of these Bylaws to be present in person at the meeting.

15.04.2 Meetings of the Executive shall be held at such place, at such time and on such day as the Commissioner or any Three (3) Executive may determine, and the Commissioner shall call meetings when directed or authorized by any three (3) Executive, who shall state the business which is to be conducted at the said meeting. Notice of every meeting so called shall be given to each Executive not less than forty eight (48) hours (excluding any part of a Sunday and of a holiday as defined by the Interpretation Act) before the time when the meeting is to be held, except that no notice of a meeting shall be necessary if all the Executive are present or if those absent have waived notice or otherwise signified their consent.

15.04.3 The order of Business at any regular meeting of the Executive or Committees shall be as follows:

- a) Call to order:
- b) Roll call of Delegates
- c) Reading and Approval of Agenda:
- d) Reading and Approval of minutes:
- e) Reports of Executive Members
- f) Business arising from minutes:
- g) Financial review
- h) Policy change
- i) New Business
- j) Next Meeting
- k) Adjournment

15.04.4 If there are agenda items which require specific Executive or Committee Members to be present, and they are not present, the Commissioner shall immediately have those items tabled to the end of the meeting. If at the end of all other business, those Executive or Committee Members are still not present, those items shall be tabled until the next meeting.

15.04.5 The minutes of the Executive meetings shall include motions considered and their disposition, reports received either explicitly or as attachments and shall be distributed to Executive as soon as possible and at the latest prior to the start of the next meeting.

15.04.6 Executive shall vote on every motion of an executive meeting, unless excused by resolution of the Meeting from voting on a specific motion, or unless is disqualified from voting by reason of a conflict of interest as contemplated pursuant to the Bylaws

15.04.7 Executive, Divisions and Committee Members shall not vote on any question:

- a) Effecting a private company of which they are shareholders;
- b) Effecting a public company in which they hold more than one percent of the shares;
- c) Effecting a partnership or firm of which they are members;
- d) A contract for the sale of goods, merchandise, or services to which they are a party;
- e) On any question in which they have direct or indirect pecuniary interest, except questions of general benefit to a class of which they are, by statute, necessarily members; and
- f) Any question directly effecting the placement or discipline of any player or personnel to whom they are directly related.

And any Executive or Committee Member excluded because of the above shall so declare before the discussion of the question and shall not participate in the debate, and shall be deemed absent for that specific question.

15.04.8 No absentee voting shall be allowed.

15.04.9 An Executive Member may request his/her vote to be recorded in the minutes.

15.05 MOTIONS

- a) Each Executive, excluding the Commissioner or in his absence the Vice President, shall have the privilege of proposing motions for consideration with requirement of a seconder.
- b) The Commissioner or in his absence the Vice President shall rule on the validity of any point of order. If a motion is ruled "out-of-order" by the Commissioner it shall be so recorded in the minutes along with the reasons stated for the ruling.
- c) Meetings shall be conducted and governed in accordance with the PGLL Bylaws and/or Roberts Rules or Order.
- d) Between meetings the Commissioner may elect to have a motion determined by email/fax ballot.

The E-mail/fax Ballot Process will consist of the following:

- i) First Reading: The ballot is to be circulated electronically or by fax to all Executive as per the contact information provided to the Commissioner. Any questions, comments or concerns regarding the proposal are to be submitted to the office within 3 business days;
- (ii) Second Reading: All questions, comments or concerns received (if any) are to be circulated with the appropriate answers or responses to the Executive. Any suggested improvements to the proposal to be incorporated at the discretion of the Commissioner. Responses to the second reading are due to the Commissioner within 3 business days; and
- (iii) Final Reading/Vote: The proposal is circulated to the Executive including all questions, comments or concerns with the appropriate responses calling for a final vote. Responses are due to the Commissioner within 3 business days
- e) E-mail votes/responses will be accepted, however, only votes received from the Executive's e-mail address according to what is on file with the PGLL will be accepted. Otherwise, a faxed vote must be sent.
- f) A non-response to a ballot shall be deemed to be a vote in favour of the ballot.
- g) A resolution signed by all Executive Members, shall be as valid and effectual as if it has been passed at a meeting of the Executive, duly called and constituted, and shall be held to relate back to any date therein stated to be the date thereof.

15.06 For the purpose of carrying out the Mission Statement of the PGLL/SLA, the Executive shall manage the affairs of the PGLL, and shall implement all of the resolutions, exercise all of the powers and do all such acts and things as may be exercised or done by the PGLL and are not by these Bylaws expressly directed or required to be done at a meeting of the Members or otherwise. The powers and duties of the Executive includes, without limiting the generality of the foregoing, the following:

- a) Supervision of the collection of fees and funds of the PGLL;
- b) Approval of annual PGLL budget
- b) Supervision of the expenditure of funds of the PGLL;
- c) To monitor and ensure that the Rules and Regulations of Lacrosse in the PGLL are consistent to the Mission Statement of the PGLL;
- d) To borrow, raise or secure the repayment of money in such manner upon such terms and conditions as the Executive deems fit, and in particular by the issue of bonds, debentures, security agreements, mortgage, charge or other security on the whole or any part of the present and future property (both real and personal) of the PGLL, provided, however, that none of these powers shall be exercised except in accordance with the sanction of a resolution passed by a Special Resolution of the Members;
- e) To approve all playoff schedules and formats;
- f) To interpret and enforce the Bylaws, Policies, Rules and Regulations of the CLA, SLA, and PGLL for the betterment of lacrosse in the PGLL;
- g) To recommend, draft and prepare changes to the Bylaws, for approval of the Members at the AGM;
- h) to impose and enforce appropriate penalties upon the Members, Members of Members, Officials or other persons for violations or breaches of the Bylaws, Policies, Rules and Regulations of the CLA, SLA and the PGLL, or for any violation or breach of a decision or ruling of the Executive;
- i) To appoint those Executive Members who are not elected pursuant to the Bylaws and, from time to time, define the duties of Executive, and the Agents and employees of the PGLL;
- k) To classify, subject to the Bylaws, Lacrosse Teams, in all categories and Divisions;

15.07 EXECUTIVE'S AUTHORITY – FINAL AND BINDING

Subject only to those rights of appeal as provided for herein and in the constitution and Bylaws of the SLA and the CLA, all decisions, rulings and interpretations of the Executive are final and binding upon the Members, Members of Members and Officials.

BYLAW 16 – DUTIES OF THE EXECUTIVE MEMBERS

16.01 COMMISSIONER

16.01.1 The Commissioner is accountable to and elected by the Members at the AGM, for a term of two years.

16.01.2 The function of the Commissioner, with the assistance of and through the Executive will formulate and oversee PGLL policy, assist in achieving PGLL objectives on behalf of the Executive in conjunction with the Vice-President and supported by the Treasurer, in a business-like and timely manner.

16.01.3 The Commissioner is responsible for the following duties:

- a) To call and chair all meetings of the Executive and Members
- b) Shall have the power, on an emergent basis, to discipline any player, coach, manager, trainer, or Lacrosse team or unseemingly conduct on or off the Playing surface for a breach of the Bylaws, Rules or Regulations, subject always to the right for Discipline and Appeals as hereinafter provided
- c) To assist the Commissioners in dealing with PGLL operations
- d) To represent the PGLL at all SLA meetings
- e) To assist in preparing an annual budget
- f) To be responsible for all fiscal matters pertaining to the PGLL.
- g) To represent the PGLL in all discussions with the Saskatchewan Lacrosse Referees Association

16.02 VICE PRESIDENT

16.02.1 The Vice-President is accountable to and elected by the Members at the AGM, for a term of two years.

16.02.2 The function of the Vice-President is to carry out the administrative objectives and duties of the PGLL in conjunction with the Commissioner and Treasurer, in a business-like and timely manner.

16.02.3 The Vice-President is responsible for the following duties:

- a) To prepare changes for the PGLL Bylaws, and Regulations as directed by the Executive.
- b) To provide support to the Commissioners
- c) To direct and assist the Executive Director and Treasurer
- d) To fully exercise the authority of the Commissioners, in the absence or inaccessibility of the Commissioners.
- e) Act in the absence of the President
- f) To fully exercise the authority of the Commissioners to discipline, in the absence or inaccessibility of the Commissioners

16.03 TREASURER

16.03.1 The Treasurer is accountable to and elected by the Members at the AGM for a term of two years.

16.03.2 The function of the Treasurer is to be responsible for the custody and maintenance of all books and records of finances, as required by PGLL Bylaws and the law and ensuring the PGLL is properly financially managed.

16.03.3 The fiscal year will be Jan 1st to Dec 31st, with year-end as Dec 31st

16.04 DISCIPLINE AND APPEALS COMMISSIONER

16.04.1 The Discipline and Appeals Commissioner is appointed by the Executive for a two year term.

16.04.2 The function of the Discipline and Appeals Commissioner is to rule on disciplinary issues submitted to the Commissioner pursuant to PGLL Bylaws and Regulations, set up Appeal Hearings and appoint Appeal Committees, hear game protests and complaints against any Member or Member of Members of the PGLL. The Discipline and Appeals Commissioner, or his or her delegate, when requested, shall also interpret PGLL Bylaws and Regulations when the issue relates to disciplinary action.

16.05 REFEREE IN CHIEF

16.05.1 The Referee in Chief is accountable to the Executive and appointed by the SLRA for a term of two years. He or she must be a member of the SLRA.

16.05.2 The function of the RIC is to provide the PGLL with the official interpretation of rules, to maintain a central registry of SLRA Officials qualified for PGLL sanctioned games and to oversee the completion of the assigning of the appropriate Referees and Officials to all PGLL games by the designated PGLL Assignor.

16.06 MARKETING DIRECTOR

16.06.1 Attend all Executive meetings.

16.06.2 Attend all Planning and Development meetings.

16.06.3 Work with the Commissioner to promote the game of Lacrosse.

16.06.4 Work with the Commissioner to discover new methods of fundraising and develop corporate sponsorships.

16.06.5 Planning

- a) Communicate with Coordinators to understand their promotional requirements and desires.
- b) Gather marketing ideas from these coordinators and report to Commissioner.
- c) Assist Commissioner to understand the needs and wants of the PGLL membership as it relates to the marketing and promotion of Lacrosse
- d) Assist the Commissioner in examining fundraising opportunities, in order to increase the PGLL self-help revenue, thereby, increasing the amount of funding available for programs and services.

16.07 TOURNAMENT COMMITTEE

16.07.1 This committee to determine if a mid-season tournament is feasible for the season

16.07.2 The tournament is to benefit the teams, players, officials, and provide exposure to the game

16.07.3 The committee is to be elected on a bi-annual term and chaired by the commissioner

16.08 APPOINTMENT OF COMMITTEES

All new committees to be responsible for future projects can be chosen by any one of the following three methods:

- a) Committee Chairperson and Members are appointed at the Executive meeting; or
- b) Committee Chairperson and Members are appointed by the Commissioner; or
- c) The Commissioner appoints the Committee Chairperson with powers to select his/her own members.

16.09 REMUNERATION

The Executive shall serve without remuneration.

16.10 EXPENSES

All Members of the Executive shall be entitled to reimbursement for their reasonable expenses incurred while engaged in business required by their duties. The Treasurer shall approve and document all expense claims to ensure their validity.

16.11 DISCLOSURE OF INTEREST IN CONTRACTS

Everyone on the Executive or Division or Committee member who has, directly or indirectly, any interest in any contract or transaction to which the PGLL is or is to be a party, shall declare his interest in such contract or transaction at a meeting of the Executive or Division or Committee, as the case may be, and shall at that time disclose the nature and extent of such interest.

16.12 PGLL STAFF

Employees of the PGLL may not be Members of the Executive, without the consent of the Executive.

16.13 INDEMNITY OF EXECUTIVE

Except in respect of an action on behalf of the PGLL to procure a judgment, the PGLL shall indemnify any Executive Member or Committee Member, and his heirs and legal representatives against all costs, charges, and expenses, including an amount paid to settle an action or satisfy a judgment, reasonably incurred by him in respect of being or having been an Executive Member of the PGLL, if:

- a) He or she acted honestly and in good faith with a view of the best interests of the PGLL, and;
- b) In the case of a criminal or administrative action or proceeding that is enforced by a monetary penalty, he had reasonable grounds for believing that his conduct was lawful.