

**THE THOMPSON/OKANAGAN
MINOR LACROSSE COMMISSION
CONSTITUTION, BYLAWS AND
OPERATING POLICY**

Revised October 4, 2008

THE THOMPSON / OKANAGAN MINOR LACROSSE COMMISSION

CONSTITUTION

- 1) The name of the Commission is the "The Thompson / Okanagan Minor Lacrosse Commission."
- 2) The objects of the Commission are:
 - (a) To foster and promote the game of lacrosse, subject to the rules and regulations of the British Columbia Lacrosse Association; and
 - (b) To organize and administer league and playoff competitions for the teams of its Member Associations.
- 3) The Commission shall be carried on without purpose of gain for its members, and any profits or other accretions to the Commission shall be used for promoting its objects.
- 4) In the event that the Commission should at any time be wound up or dissolved, the remaining assets after payment of all debts and liabilities shall be turned over to an organization in the Province of British Columbia promoting the same objects of this Commission.

THOMPSON/OKANAGAN LACROSSE COMMISSION

BY –LAWS

ARTICLE 1 - MEMBERSHIP

- 1- 1 The members of the Commission are the subscribers of the Constitution and By Laws.
- 1- 2 Members of the Commission shall consist of the following:
 - (a) Executive as elected under By-Law No: IV.
 - (b) Minor Lacrosse Associations who are members of the British Columbia Lacrosse Association, who are geographically situated in the area generally referred to as Zone 2, and who have teams entered in the Commission Competition.

ARTICLE II – MEETINGS

- II - 1 The Annual General Meeting of the Commission shall be held no later than November 1st in each year.
- II - 2 Other meetings of the members, whether general or special, may be convened by order of the Executive at any time.
- II - 3 Representatives of four out of the seven associations present shall constitute a quorum at any executive, general or special meetings of the Commission. An association's representative may also carry that association's proxy vote.
- II - 4 Each elected Executive member shall be entitled to one (1) vote. Each member association shall be entitled to two (2) votes. The Secretary of each Member Association shall submit a letter to the Executive naming that Association's voting delegates.
- II - 5 Any Association missing scheduled Thompson / Okanagan Minor Lacrosse Commission meetings will be fined \$25.00 per meeting. This must be paid within ten (10) days to the Treasurer of the TOMLC.
- II - 6 Only members in good standing may vote at meetings of the TOMLC. The Presidents of Associations in arrears will be contacted by the TOMLC Treasurer prior to any Commission Meetings.

ARTICLE III - AFFILIATION AND FEES

- III - 1 The Commission shall affiliate and work with the BCLA
- III - 2 Member Associations shall pay entry fees as determined by the Commission to cover operating expenses of the Commission.
- III - 3 Member Associations shall pay a performance deposit as determined by the Commission.

ARTICLE IV - THE EXECUTIVE

- IV - 1 The affairs of the Commission shall be managed by the Executive that shall consist of the following:
 - (a) the presently elected members as set out in IV-2,
- IV - 2 The elected Members of the Executive shall be elected at the Annual General Meeting and shall consist of the following:
 - (a) Chairman two year term (elected on odd years)
 - (b) Vice Chairman two year term (elected on even years)
 - (c) Vice Chairman two year term (elected on odd years)
 - (d) Secretary one year term
 - (e) Treasurer one year term
 - (f) Zone Director one year term
- IV - 3 The Executive Members of the Commission may administer the affairs of the Commission in all things and make or cause to be made for the Commission in its name, any kind of contract which the Commission may lawfully enter into and save as hereinafter provided, generally, may exercise all such powers and all such acts and things as the Commission is by its Constitution or otherwise authorized to exercise or do,
- IV – 4 The Executive Members shall have the authority to appoint persons to fill Executive positions that become vacant during the operating year.

ARTICLE V - CHANGES

- V -1 Changes to the Constitution and By-Laws of the TOMLC can be made by motion at the Annual General Meeting, Notice of Motion shall be in writing to the Chairman and members at least twenty - one (21) days prior to the Annual General Meeting.

THOMPSON/OKANGAN MINOR LACROSSE COMMISSION

OPERATING POLICY

SECTION A - GAME SHEETS

- A - 1 Home teams shall ensure that approved game or score sheets are available to the timekeeper before the start of the game.
- A - 2 The home team shall be responsible for the original game sheet (white) to reach the Division Commissioner. All game sheets must be received by the Division Commissioner within ten (10) days of the conclusion of the game. In the last seven (7) days of regular season play, all game sheets must be faxed to the Division Commissioner within twenty four (24) hours of the conclusion of the game. The canary copy is to be forwarded to the Zone Director or Designate.
- A-3 It is imperative that Commissioners receive game sheets on time. Failure to forward game sheets within the time allotted in Subsection A-2 may result in the home team losing any points they may have earned in the game. A phone call from the home team coach to the Division Commissioner providing all information as to goals, penalties, etcetera will assist the Division Commissioner in compiling the information, but in no way replaces the game sheet.
- A - 4 The game sheet is to be clearly and completely filled out prior to the game. The referee shall check the game sheet prior to the start of each game.
- A - 5 All players, whose names appear on the game sheet, shall be in uniform and present on the team bench. Registered team players arriving late can be added to the game sheet on arrival and take their position with the team. Players known to be absent should not be shown on the game sheet, however, any player who has been suspended should be listed on the game sheet.
- A - 6 Any game cancelled by a team for any reason can only be rescheduled with the approval of the Division Commissioner. A minimum of 48 hours notice of cancellation of a game must be given to the opposing team or Division Commissioner, or the game will be forfeited to the opposing team and two points awarded to the opposing team. If less than 48 hours noticed is provided, and extenuating circumstances warrant, the cancelling team can apply in writing to the Division Commissioner to have the game rescheduled. The Division Commissioner is to review all circumstances surrounding the cancellation of the game and, after consultation with the Commission Executive, has the authority to reschedule the game if the circumstances of the cancellation warrant such action.
- A - 7 Team officials, bench officials and referees shall print their name on the score sheet, as well as sign the score sheet.
- A - 8 Score sheets **MUST** record all penalties properly.

SECTION B - OFFICIALS

B - 1 Home teams shall ensure that the following competent bench officials are present prior to the start of the game:

- 1) Scorekeeper
- 2) Timekeeper
- 3) Penalty timekeeper, if applicable
- 4) 30 second timekeeper, if applicable
- 5) Penalty box custodians, if applicable
- 6) Announcer, if applicable

The referee has the authority to ask for a replacement of a bench official should he consider any bench official incompetent. No other people, except the duly appointed bench officials shall be allowed in the bench official boxes.

B-2 The home team's Referee-in-Chief or referee scheduler shall appoint two properly certified referees for all games. If there are not two properly certified referees at a game after 20 minutes of the scheduled time for the game, the game shall be cancelled and the two (2) game points will be awarded to the visiting team. If extenuating circumstances warrant, the home team can apply in writing to the Division Commissioner to have the game rescheduled. The Division Commissioner is to review all circumstances surrounding the cancellation of the game and, after consultation with the Commission Executive, has the authority to reschedule the game if the circumstances of the cancellation warrant such action.

B-3 If after fifteen (15) minutes from the appointed game time, neither team has appeared on the floor; the referee shall declare the game "no contest" and forward a report to his Referee-In-Chief, who will inform the appropriate Commissioner. Should one team appear on the floor within these fifteen (15) minutes with a minimum number of players and the other team does not, then the team present shall be awarded the game, (upon Commissioner's investigation the points will be awarded). No individual player points will be awarded.

B - 4 The referee must submit a game report in any case of a MATCH PENALTY, in accordance with current BCLA suspension rules. This report will be immediately submitted to the home teams Referee-In-Chief, who will in turn, PHONE the Commissioner with the details and immediately forward the written report to the Commissioner. NOTE: Since a player receiving a MATCH PENALTY is suspended until ruled upon, time is of the essence, written reports must be in the Commissioner's hands immediately.

SECTION C - GAME REQUIREMENTS

C - 1 The home team will be responsible for providing approved balls in sufficient numbers to play the game. The minimum number of game balls present is three (3). Balls must be clean, white, orange or red balls will be acceptable. The referee has the authority of rejecting game balls.

- C - 2 In case of sweater conflict, the home team is required to change to a sweater colour or bib to the satisfaction of the Referee.
- C - 3 No over-time shall be played during regular season play.
- C - 4 Overtime in TOMLC playoff games will be as per the over-time rule used for BCLA playoff games.
- C - 5 All games must end on time so that the next scheduled game in that facility is not delayed.
- C-6 Should two or more teams be tied at the end of regular season play, the following applies:
 - (i) Two teams tied, the winner of game or games between the two teams advances. If still tied, the Goal Average Formula will be used to break the tie.
 - (ii) Three or more teams tied, if one team has defeated the other teams with which it is tied after regular season play, that team shall advance. If this is not possible, the team with the best Goal Average Formula advances.
 - (iii) In the event that two or more teams are tied with the same number of points and cannot be separated by the Goal Average Formula, the team with the greater number of goals scored against the team or other teams with which it is tied shall be declared the higher team. If still tied, the team which scored the first goal in the tied game is to be declared the winner of that game.

GOAL AVERAGE FORMULA

GF divided by the sum of GF + GA = Goal Average

SECTION D - TEAMS AND PLAYER MOVEMENT

- D-1 Each team shall be composed of players as per Rule 14(a) of the CLA rulebook. For TOMLC league and playoff games, the minimum number of players comprising a team shall be six (6) the maximum number shall be twenty-two (22). All associations must provide to the Zone Executive a list of players on each team prior to the 1st league game. All exceptions to maximum number of players must be approved by the Commission before league play starts and then forwarded to Minor Directorate for approval
- D - 2 All clubs wishing to enter teams in the TOMLC competition must declare their teams at least one week prior to the appropriate scheduling meeting.
- D - 3 In the Novice division of the TOMLC, teams will be balanced by calibre and strength for all league play.
- D-4 In PeeWee, Bantam and Midget divisions teams will be formed to play in tiered leagues.

- D-5 Following seeding games (minimum four and maximum eight), Commissioners will rank the teams within their age division. The TOMLC Executive and member Associations will place teams into one of two leagues, Major or Minor, for the remainder of TOMLC league play for the current playing season. In extenuating circumstances, only one league may be formed.
- D-6 When necessary, Commissioners can recommend to the TOMLC that a team or teams move from one league to another. The TOMLC has the authority to move teams from one league to another.
- D - 7 Associations or Clubs that have more than one team in anyone age group and calibre must declare on their registration form different names or letters to designate such teams.
- D – 8 Once a Novice player has been selected to play with one specific team at the initial team evaluations within their Association, no Novice player may be allowed to play for another team except for the purpose of balancing teams. If a player plays for another team for the purpose of balancing teams, they may not be returned to play for the original team they were selected for without the express written consent of the TOMLC Chair. The TOMLC Chair in making this decision is to consult with the Executive of the TOMLC for this purpose and the results written in Minute form and made available to the Association involved.
- D – 9 All player movement in PeeWee, Bantam and Midget will be in accordance with article 4.07 of the current BCLA Minor Directorate Regulations.
- D – 10 No player may practice or play for another Club or Association until properly transferred by the TOMLC. The TOMLC rules on all transfers and requests for transfers but final ratification is the responsibility of the BCLA Minor Directorate. Appeals on BCLA Minor Directorate decisions is are the responsibility of the BCLA Appeals Committee.
- D – 11 Complaints or protests arising from teams or Clubs during the season shall be in writing to the respective Commissioner, within 48 hours of the incident.
- D – 12 No player may play down in other than his own age group or calibre. In exceptional circumstances, written applications may be made to the Chairman of the TOMLC to have a player play in other than his own category.
- D – 13 Players are allowed, with the permission of their Coach or Manager, to play up one division or calibre. No player who plays five games in a higher division or calibre shall be eligible to return to his original division or calibre during the same playing year.
- D – 14 In all TOMLC playoffs, Regulation 15 of the current BCLA operating policy will be applicable to any individual player as well as the whole team.
- D – 15 Ineligible players in playoffs will result in the opposing team getting the winning points and if detected in Provincials, may result in disqualifications. Rules D-12, D-13 and D-14 apply.

SECTION E - PLAYING REGULATIONS

- E - 1 Any Coach or Manager who withdraws a team from the floor in any regular scheduled or playoff game will be subject to a review by the TOMLC.
- E - 2 In cases where spectators interfere with players or officials so as to delay the process of, or affect the result of a game, the referee shall declare the game "no contest" and report immediately to his Referee-In-Chief who will report immediately to the Commissioner.
- E - 3 The game clock shall not be stopped during regular scheduled play unless ordered to by the Referee by calling "time out".
- E - 4 Saves made by the goaltender shall be recorded on the time sheet as a "shot on goal". Saves shall be considered as any shot that would have scored had the goalie not stopped the ball. Shots hitting the goal posts are not saves.
- E - 5 Goaltenders must wear a C.S.A. approved mask, helmet and throat guard.
- E - 6 Abuse, either verbal or physical, of Referees will not be tolerated. A Referee's report of any such action by a player or team official will result in severe disciplinary action. The individual reported on shall be immediately suspended in accordance with the BCLA Minor Directorate rules.
- E - 7 All playing rules shall be as stated in the CLA Rule Book and as modified from time to time by the BCLA Minor Directorate.

SECTION F - COMMISSIONERS: DUTIES AND GUIDELINES

- F - 1 Commissioners must keep sufficient records or statistics to:
 - (1) inform requesting teams of their league standings;
 - (2) maintain an up-to-date account of non-played games;
 - (3) maintain an up-to-date account of penalty occurrences;
 - (4) spot any serious imbalance of the competition level within his league and report it to the Commission;
 - (5) if the divisional Commissioner does not have game sheets 7 days after the game has occurred, the Commissioner must establish game results by phone, and then obtain the game sheets. In the event of a dispute over league standings, documentation must be provided to the Chairman of the Commission for arbitration and the Chairman's decision is final.
- F - 2 Commissioners must attempt to maintain a high standard of lacrosse, in terms of discipline within their league.
- F - 3 Commissioners shall acquaint themselves personally with all team officials in their league.

- F - 4 Commissioners must ensure that all Coaches in their league have a copy of the Operating Policy of the TOMLC and ensure that Section "D" is adhered to.
- F - 5 Commissioners should attempt to handle all cases of complaints or disputes in their leagues fairly and with an open mind.
- F - 6 The Commissioner or designate shall supervise playoffs within their league, and shall make presentation of league awards.
- F - 7 The Commissioner shall submit a written year-end report to the Commission.
- F - 8 The Commissioner or designate in Novice shall on the basis of game sheets, establish the top four teams in each division (when two playing divisions exist) or top six teams (when only one playing division exists) who shall participate in the Okanagan Championships. The teams shall be notified by telephone by the Commissioner or designate at least four (4) days prior to the Championships, except in extenuating circumstances. The appropriate Commissioner or designate will attend the Championships to present the banner to the winning team.
- F-9 The Commissioner or designate in PeeWee, Bantam, and Midget shall, on the basis of game sheets and Provincial Declarations approved by the TOMLC and vetted by the BCLA Minor Directorate, establish and seed up to a maximum of four (4) teams for each calibre and division that will playoff to represent the TOMLC at Provincial Championships.
- F-10 Teams identified by Commissioners according to F-9 will be available for playoffs following regular season play and prior to each division's scheduled Provincial Championships.
- F-11 When either two (2) or four (4) teams will be participating in playoffs and where circumstances allow, playoffs will be best of three series. If four (4) teams participate, the final series will be between the winner of the 1st vs. 4th series and the 2nd vs. 3rd series.
- F-12 When three (3) teams will be participating in playoffs and where circumstances allow, playoffs will be double knockout round-robin with games proceeding in the following order as necessary; 2nd vs. 3rd, 1st vs. 3rd , 1st vs. 2nd, 2nd vs. 3rd, 1st vs. 3rd, 1st vs. 2nd.

SECTION G - DISCIPLINE

- G - 1 All match penalties to have Referees report and routed in accordance with the routing procedure. The Commissioner is the only individual who may increase any mandatory suspension. The Commissioner can only assess up to five (5) games and then must request a hearing for further suspension.
- G - 2 All suspensions and disciplinary rules will be as per the current BCLA Minor Directorate Disciplinary Rules and Rule Interpretation.
- G - 3 Referee reports required:
 - (1) All match penalties
 - (2) Any major or unsportsmanlike penalty the referee considers warranting further action
 - (3) Any abuse of Referees or any other official

- G - 4 All automatic suspensions are indefinite until ruled upon. The commissioner will investigate and impose the required suspension as per the current BCLA Disciplinary Rules and Rule Interpretation. Suspended players, coaches, managers and bench personnel cannot participate in any games until they hear from the commissioner of their division.
- G - 5 Suspensions "earned" in playoffs will be served even if carried into the Provincials. NO EXCEPTIONS!!

SECTION H - HEARINGS AND SUSPENSIONS

H -1 Hearings to be held per the BCLA Operating Policy

SECTION 1- TEAM AND FAN CONTROL

- I - 1 Where possible, please have teams change rooms on opposite sides of the arena. Where not possible, the Coaches and Managers must precede their players off the floor and lead them to the dressing rooms. The visiting teams will leave the floor first and then the home team.
- I - 2 No fans, other than parents of Novice and under will be allowed in the vicinity of the dressing rooms or in the tunnels leading to the dressing rooms.
- I - 3 Coaches must control their benches and must also assist in the control of their fans. If control of fans is more than the Coach can handle; parents, referees, Executive members must take charge.
- I - 4 Clubs must ensure that the last person to leave the arena is either the Coach, Manager and members from the Executive. Good conduct in the parking lots is the Club's responsibility.
- I - 5 Clubs must ensure that the referees in the higher calibre and older Division (Midgets) are senior referees. If your Club does not have senior officials;
 - (1) Try another club for help
 - (2) Phone the B.C.L.O.A. for names and numbers of senior officials.

SECTION J - TEAM FINES AND ASSESSMENTS

- J -1 Team assessments are due 10 days after invoiced by the TOMLC Treasurer.
- J - 2 Subject to investigation by the appropriate Commissioner or designate, should one team not appear for a scheduled game without 48 hours notification, that team will be assessed a \$150.00 fine per game, to cover floor costs and referees, to be paid to the TOMLC. The Referee-In-Chief is to be notified of the infraction also.