GHTFA Constitution (as per league website)

Revised March 2017

Deleted: January 2015

1. NAME

1.1. The organization shall be known as the Golden Horseshoe (Burlington) Touch Football Association (GHTFA).

2. AFFILIATIONS

2.1. The GHTFA shall be a member of Touch Football Ontario, which in turn is a member of the National Association governing touch football.

2.2. The GHTFA may be a member of the Federation of International Touch (FIT).

2.3. Due to our affiliation with provincial, national, and international touch football organizations, any team in good standing within a member league of the GHTFA, can be sanctioned to compete at one, or all of these three various organizations.

3. OBJECTIVES

3.1. To increase the participation of Touch Football for all players, managers, coaches and volunteers throughout the Golden Horseshoe Region.

3.2. To improve the caliber of play in the game.

3.3. To establish conditions conducive to safety, and enjoyment for all participants.

3.4. To obtain sufficient funds for the successful on going operation of the association. The GHTFA shall be a non-profit organization.

4. MEMBERSHIP

4.1. The GHTFA may have men and women as members.

4.2. Players must be 17 years of age, or older to participate.

4.3. All returning teams are subject to review at the association Annual General Meeting. Teams on probation are subject to the following measures;

4.3.1. double performance bond ($300)

4.3.2. loss of voting status for one year

4.4. New teams will make presentations and be voted on for acceptance at the association Annual General Meeting.

4.5 Teams not represented at all General Meetings and League Meetings will be placed on probation (in addition to associated fines).

5. VOTING

5.1. **General Meetings** - All member teams (in good standing) of leagues within the association shall have voting rights (one per team). The association President will only vote to break a tie.

5.2. **Executive Meetings** - All voting members of the Executive shall have one vote. The association President will only vote to break a tie.

5.3. **League Meetings** - Each member teams (in good standing) will have a vote at their league meetings. The League President will only vote to break a tie

5.4. At all levels of meetings, a quorum of 50% of voting delegates must be present to initiate voting, with majority deciding the motion. Votes by written proxy are accepted

6. EXECUTIVE

6.1. The following GHTFA Executive shall be elected annually at the Annual General Meeting;

- 6.1.1. Association President
- 6.1.2. Association Past President (not elected)
- 6.1.3. League Presidents (i.e. A, B, C and Masters Leagues)
- 6.1.4. Secretary
- 6.1.5. Treasurer
- 6.1.6. Referee-In-Chief
- 6.1.7. VP of Technology

6.2. The following Coordinator positions are elected annually at the Annual General Meeting;

- 6.2.1. Public Relations Coordinator
- 6.2.2. Scheduling Coordinator
- 6.2.3. Webmaster (assist VP of Technology)
- 6.2.4. Tournament Coordinator (Early Bird and Bolla Bowl)
- 6.2.5. Championship Day Coordinator

6.3. League Presidents may appoint sub committees as required

6.4. The GHTFA Executive will determine any and all disciplinary action(s) for any player and/or team in accordance with the GHTFA Constitution. Also refer to Articles 11 and 13.

NOTE: It is the responsibility of all GHTFA members to fully understand the GHTFA Constitution with respect to conduct and disciplinary action(s).

7. SIGNING OFFICERS

7.1. The association President and/or Treasurer are authorized to sign cheques in the name of GHTFA, and to transfer other financial business necessary for the association

8. MEMBERSHIP FEES and RESPONSIBILITIES

8.1. League fees are set by the association annually and apply to all teams based on final schedule (i.e. number of games).

8.2. All teams shall purchase one set of goal post pads and four end zone pylons. These must be used at all games.

8.3. A performance bond of $150.00 (amount subject to review annually) shall be deposited with the association by each existing team. All new teams will deposit a performance bond in the amount of $300. The purpose of this bond is to ensure that the rules and regulations of the association are followed. The bond may be refunded to the team at the end of the season subject to payment of team fines, any rescheduled game charges, and surrendering all league equipment (including annual trophies). New teams will pay double.

8.4. All teams shall volunteer for a minimum of one (1) league position/task, as outlined annually. Failure to fulfill the duties related to the position/task will result in the team forfeiting their performance bond.

9. RULES OF PLAY

9.1. The GHTFA will play under the rules published in the most recent version of the "Touch Rules & Case Book", updated by any interim rule changes approved by the National Touch Association, currently the "National Football Federation of Canada"

9.2 Default Game scoring: Games awarded by default will result in a 28 – 0 score and the defaulting team will be assessed a fine in accordance with Article 11.1.1.1.

10. TEAM GUIDELINES

10.1. In general, games will be played in accordance with the league schedule once it is set prior to the season. Re-scheduling of games is strongly discouraged and may not be possible due to field and/or referee shortages. If necessary, re-scheduling of games requires a minimum of two weeks advance notice and the approval of both teams playing. This must be done through the appropriate League Presidents, Referee-In-Chief and Scheduling Coordinator so necessary field rentals, and referee assignments can be made. The team that requests the rescheduling is responsible for any additional cost.

Once the final schedule is posted, it may not be possible to re-schedule a game. It is each team's responsibility to ensure that they have enough players at each game. Failure to meet this requirement will result in forfeiture of the game and fine in accordance with Article 11.1.1.1.

10.2. Team rosters shall be submitted to the association prior to the first regular season game. Additions may be made up to the mid-way point of each league schedule. After this point, all rosters are frozen and no additions are permitted. The maximum roster for men's teams is 21 players, and 25 maximum for women's teams. Player movement within the same league will be allowed only if the player has played 3 or less games, and upon the league Presidents approval. No more than two players from the same team may transfer to another team. Any roster changes must be confirmed with the completion of the appropriate provincial player transfer form.

10.3. New player are subject to review at league meetings. Ineligible players from other leagues will not be allowed to play in the GHTFA without approval of the association Executive

10.4. Game Roster Cards shall be filled out before the second half of each game and shall include only players present including any injured players. Players must physically be present at the game to be recorded on the Game Roster Cards. Game Roster Cards need to be signed by the referee, and the opposing team manager to be valid

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10.5. Teams shall provide goal post pads and four (4) pylons to delineate their end zone.

10.6. The winning team shall report the game score within 24 hrs after the game.

10.7. Team fines shall be paid to the League President prior to their next scheduled game. Failure to do so will result in additional fines and/or forfeiture of their next game.

10.8. Any team fined three times during the season is automatically placed on probation, and will be subject to further discipline as determined by the Executive.

10.9. Any fighting on the same property as association games are played, whether before, during or after the game, will result in suspension and fine. Assault charges may follow. Suspension will be a minimum of two years.

10.10. Any harassment or demeaning remarks to the association Executive or Referee by a team member will be subject to fines, probation and/or suspension.

10.11. Baiting with the intent to start a fight, while covered in the rule book, will be subject to additional fines and suspension.

10.12. If a player is disqualified from a game on three occasions during the season, that player will be suspended for the balance of the year, subject to review for the next year.

10.13. Playoff Eligibility - A player must attend a minimum of 50% of their league games to be eligible for participation in the playoffs. Injured players must be at their games in order to have their names put on

the Game Roster Card. Any other extenuating circumstances must have league approval (by written request) at the time of the circumstance.

10.14. Inclement weather - Any game that is interrupted by storms that create unsafe playing conditions (i.e. lightning) should be delayed 30 minutes until the unsafe condition passes. Once this time period has elapsed, all pertinent game information should be recorded (time remaining, score, scrimmage location, down, and team with possession) so the game can be completed at a later date

10.16. Association Composition

10.16.1. The Association will consist of 4 leagues:

10.16.1.1. A League – competitive league (i.e. most teams and players competing in the TFONT (Touch Football Ontario) Tier 1 Trillium tour);

10.16.1.2. B League – semi competitive league (i.e. some teams and players competing on the Trillium Tour in Tier 2 – 4);

10.16.1.3. C League – recreational league;

10.16.1.4. Masters League - recreational league where players must be at least 35 years old by opening day each season, this league has a mixture of players from all leagues, however it is strictly recreational and all teams make the playoffs.

10.16.2. Each league will generally consist of 8 teams.

10.16.2.1. The recreational league may have more than 8 teams but no more than 12.

10.16.3. The Association may have one or more women's leagues.

10.16.4. The Association may have one or more junior league where the players must be under18 years of age.

10.16.5. Teams may move up or down to a higher or lower league based on their final standings and/or ranking based on the previous year. In general, the following criteria will be followed; 10.16.5.1. The top two team in the lower league will move up to the higher league; and

10.16.5.2. The bottom two teams will move down annually.

10.16.5.3. Teams may petition to move up or down based on player moves and changes that may make their team more or less competitive at their current level.

The GHTFA Executive will determine the final rankings at the AGM.

11. FINES

11.1. All fines will be reviewed by the association Executive for further disciplinary action such as probation and/ or suspension. More than one fine may apply depending on the nature of the incident.

11.1.1. $150 Fine;

11.1.1.1. Forfeiting a game for any reason (i.e. too few players, no goal post pads, etc.)

11.1.2. $100.00 Fine;

11.1.2.1. Punching, deliberate intent to injure

11.1.2.2. Baiting, goading another player to fight

11.1.2.3. Deliberately falsifying a Game Roster Card

11.1.2.4. Team using an ineligible player (also forfeit any game he/she played)

11.1.3. $ 50.00 Fine;

11.1.3.1. Any player disqualified from a game.

11.1.3.1. Missed meeting

11.1.4. $ 25.00 Fine;

11.1.4.1. Late roster submission.

11.1.4.2. Incomplete registration form & late payment of deposits / fees.

11.1.5. $ 5.00 Fine;

11.1.5.1. Failure to submit Game Roster Card within 48 hours following the game.

11.1.5.2. Failure to submit final game score within 48 hours following the game.

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12. INJURIES

12.1. The GHTFA will not be responsible for any injury, or loss of personal property

13. PROTESTS AND APPEALS

13.1. General - Protest and Appeal Process - All protests and appeals must be submitted in writing to the League President within forty eight (48) hours of the game or incident (unless otherwise noted in Article 13.2.). A protest/appeal bond of $25 must accompany the written protest/appeal in order for it to be considered by the Association Executive. The protest/appeal will be reviewed by the association Executive who will make the final decision within five (5) calendar days. During the review period, the original disciplinary decision of the Executive will remain in place. The protest/appeal bond of $25.00 will be refunded if the protest/appeal is upheld.

13.2. Player Eligibility Protests - Any protest regarding player eligibility must be made to the referee, and the opposing team captain prior to the start of the game so that all parties are made aware that the game is being played under protest. After the game, it is the responsibility of the team captain to make an official protest, in writing, in accordance with article 13.1.

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14. CONSTITUTIONAL AMENDMENTS

14.1. Amendments to this constitution can only be made at the Annual General Meeting. A 75% majority vote is required to approve a revision. Written submission of items to be revised must be made to the association President two weeks prior to the AGM