

**AJAX LADIES VOLLEYBALL ASSOCIATION
CONSTITUTION**

(Revised September, 2019)

ARTICLE ONE

- (a) THE NAME OF THE LEAGUE SHALL BE: The Ajax Ladies Volleyball Association.

ARTICLE TWO

- (a) The purpose of the league is to provide competitive/recreational volleyball for women residing within the Durham Region in order to upgrade the caliber of women's volleyball in this region.
- (b) The aim is to provide organized league play with qualified officials along with coaching opportunities.
- (c) This league is set down by the guidelines of the Ontario Volleyball Association, with the exception to specific 'house rules' as outlined in BY-LAWS OF THE CONSTITUTION, and TEAM DUTIES.

ARTICLE THREE

Membership

- (a) Any woman who meets the minimum age requirement of 20 years by December 31st of the current season, and who is not enrolled in high school may be a member.
- (b) League teams must be formed within the Durham Region, or at the invitation of the League.
- (c) Individual players may come from outside the Durham Region.

ARTICLE FOUR

Executive

- (a) The executive officers shall consist of: President, Vice President, Communications Coordinator, Treasurer and League Convener.
- (b) Two representatives from each team are to elect the executive at the end of each playing year.
- (c) The duties of the **EXECUTIVE** are:
- (i) To run the league during their team office;
 - (ii) To engage in a separate meeting to review and update the constitution, if required;
 - (iii) To arbitrate any disputes that may arise within the league;
 - (iv) To organize and execute an election of officers for the next term

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- (v) To return all property acquired for the league to a member of the executive committee within thirty (30) days of resignation.

(d) The duties of the **PRESIDENT** are:

- (i) To organize and chair all meetings;
- (ii) To act as the contact person between outside agencies and the Ajax Ladies Volleyball Association;
- (iii) To coordinate the gymnasium permit applications in a timely manner;
- (iv) Assure safe and proper storage of league equipment during off-season;
- (v) Facilitate the purchase of new/replacement league equipment;
- (vi) To act as additional signing officer for league transactions, in conjunction with Treasurer and Communications Coordinator.

(e) The duties of the **VICE PRESIDENT** are:

- (i) To assume the President's duties in her absence;
- (ii) To share the duties of the League Convener as listed below;
- (iii) To coordinate all banquet-related activities
- (iv) To receive any/all concerns or questions from team players in the league

(f) The duties of the **COMMUNICATIONS COORDINATOR** are:

- (i) To provide and distribute minutes of all meetings (in typed form) to each team representative;
- (ii) To provide and distribute all other league information to each team representative;
- (iii) To act as additional signing officer for league transactions, in conjunction with Treasurer and President.

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(g) The duties of the **TREASURER** are:

- i. To keep all financial records of all league transactions;
- ii. To act as signing officer in conjunction with the President and Secretary;
- iii. To collect all annual team fees from each team representative;
- iv. To arrange for qualified referees and umpires for all league and play-off games

(h) The duties of the **LEAGUE CONVENER** are:

- i. To supervise the scheduling of league play subject to the approval of the Executive;
- ii. To maintain a record of all league play and update team reps and/or website;
- iii. To supervise the scheduling of league play-offs;
- iv. To purchase and supply the awards for the league.

ARTICLE FIVE

The term of office of the executive

The term for the executive officers is to be for a minimum of two (2) years, to a maximum term of four (4) years; running from June 1st to May 31st. With the possibility to renew the current position on a year to year basis.

ARTICLE SIX

Player Eligibility & Rosters

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- (a) All teams must have an initial roster with a minimum of six (6) players to be submitted with signed waivers by the first game night or a team will not be allowed to play. Once a player is signed to a roster, that player cannot play for another team.
- (b) Teams may add new players to its roster up to and including the last play date before the end of January. Team rosters need to be updated whenever a new player is added. The League Convener shall hold all team rosters. Edits/additional rosters should be handed in nightly with the game sheets and will be filed with previous team rosters. All teams must have a minimum of six (6) players signed to this “final” compilation roster. Any player signed to the final roster will be eligible for playoffs.
- (c) Teams are responsible for assuring that the League Executive holds a copy of the most-up-to-date team, signed roster, or players may be deemed ineligible and games may be forfeited after the fact.
- (d) Team captains are only to sign those players present on the score sheets, with the understanding that if a player arrives late, she may be added to the score sheet without penalty.
- (e) Teams found to be in violation of membership criteria, player eligibility, or roster eligibility will be faced with a penalty as deemed appropriate by the Executive.
- (f) If a team requires drafting of players, it must be identified at the Fall General Meeting. At this time, depending on the demand, it will be determined if a draft will be held or not. If a draft is held: A maximum of 4 players may be select from the draft from any one team. The selection will be A4, A3, A2, A1, A4, A3, A2, A1, B4, B3 Once all teams (identified at the FGM) have utilized/declined their first & second selection, any team that did not identify that they required drafting will be allowed to select (maximum of 2 players). At this point teams will be allowed further selections in the priority ranking above.

BY-LAWS TO THE CONSTITUTION

- (a) The post-seasonal meeting shall be held within thirty (30) days following the final league play-off game.
- (b) The nomination and election of officers shall take place at the post-seasonal meeting.
 - i. The term of each officer will be a minimum commitment of two (2) years, to a maximum term of four (4) years. With the possibility to renew the current position on a year to year basis.
- (c) Each team will have one (1) vote. If the team representative is an executive member their vote may count as their team vote. Decisions will be finalized by a majority of those present. There will not be any Quorum.
 - i. All teams are to have 1 team representative present at both the fall and spring general meetings for voting purposes.

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- (d) There shall be a minimum of two (2) general meetings held within the playing year, consisting of the pre-seasonal and post-seasonal meetings.
- i. The president shall call any other general meetings as deemed necessary.
 - ii. The pre-seasonal meetings will involve the presentation of the tentative playing schedule, setting up of committees and the determination of league fees.
 - iii. The post-seasonal meeting will involve the election of officers for the following year, and evaluation of the season, payment of team deposit for next season and a review of the constitution.
- (e) **FEES:** Each team wishing to re-enter their team in the league shall be required to present a cheque in the amount of \$100.00 at the Spring General Meeting (SGM). Failure to submit the full deposit by this date will result in that team losing its secured position in the league. The deadline to remit the balance of the team entry fee in its entirety is by the first night of play. The Treasurer and the Executive will determine the balance of the team entry fee each year. A late payment penalty of \$10.00 per week will be charged after the end of the first round of games until October 30th. Payment made after the end of the first round of game must be remitted by way of certified cheque or cash and must include the appropriate amount of applied penalty. Failure to meet the October 30th deadline will result in the team's expulsion from the league. A team so removed from the league forfeits its \$100.00 deposit.

If a team does not wish to re-enter the league and submit \$100.00 by the SGM the following will be used to fill the team vacancy in the league.

- i. Any person that was eligible for the playoffs for the previous year, as indicated in Article 6 Player Eligibility and Roster item (b) from the disbanded team will be given first option to continue a team. If more than one person wishes to continue the team, a draw will be held with all interested parties on the draft night prior to starting the draft.
- ii. If no players on the disbanded team are interested in continuing the team, this vacancy will be offered to the remainder of the players in the league that were eligible for the previous year's playoffs as indicated in Article 6 Player Eligibility and Roster item (b). If more than one person wishes to start a team, a draw will be held with all interested parties on the draft night, prior to starting the draft.
- iii. If no players in the league are interested in starting a new team, then the vacancy will be filled on the draft night.

The newly formed team will start the season in the lowest available team spot in the league.

- (f) Changes to the By-laws and/or Constitution may be made at either of the two General Meetings or when the Executive calls a special meeting for members of the league to vote.

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- (g) League games shall be scheduled weekly, commencing two (2) weeks from the pre-seasonal meeting, whenever possible. Game dates, times and game play format will be set by the Convener each season dependent upon gym time and number teams.
- (h) Regular season team standings shall be determined by total points earned in each division, in each round. In the event of a tie, it will be broken as follows;
 - i. Team with the most number of wins recorded from games played between the tied teams
 - ii. Team with the higher total score from the games played between the tied teams
 - iii. Team with the higher total score points from all games played against all teams this round.
- (i) The League convener with the Executive's approval each year will establish play-off format and schedule. An attempt should be made to include all teams in play-offs if possible. The play-off format and seeding should mirror the format from regular season play whenever possible.
- (j) Libero players need to wear different colored or distinctive shirts and must advise the Ref's prior to game play.
- (k) Time-Outs are not allowed in the last 5 mins of game play.
- (l) Substitutions ARE allowed in the last 5 minutes of game play providing they aren't delaying the game.

- (m) Under no circumstances may a team play with 4 or less players. Teams will be able to play a full match (all four games) with 5 (five) players and the Ghost Rule will be in effect. When the ghost rule is in effect, the team that is short 1 player must designate a spot in their serving rotation for a ghost player. That would be the space the missing players would play if they were present. When the ghost player rotates to the serving position, the team will automatically lose their serve. Players arriving late may automatically take over the ghost player's position at anytime during the game. The Ghost Rule is in effect only when there are 5 players on the court.
- (n) Conclusion of games throughout regular season and playoff season shall be determined by:
 - i. Time period allocated for play
 - ii. Scoring for games played between teams to ideally have a 2-point spread but with an individual point cap per game of 27.
- (o) If schools are closed or night classes are cancelled by the school board, all games are cancelled. The executive will send an email and post the cancellation on the ALVA website if possible. The executive will also attempt to contact a rep from each team by telephone. If schools remain open but teams feel the weather is too inclement to travel, teams may agree with their opponents not to play, in which case 2 wins would be awarded to each team, but no game points. Teams are asked to contact the referee for their location or the Treasurer if they are canceling their games. Regular default rules apply if teams have not agreed to cancel their games. The executive will attempt to email the league contact list, including referees on days when the weather is bad but the schools remain open.

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At the start of each winter season a website will be provided to all team Reps indicating the common address that will be used to verify the Durham Board's status.

- (p) Teams must have a minimum of 5 players at game time. There is NO grace period; all games will be defaulted.

TEAM DUTIES

- (a) Submit membership fees as determined at the pre-seasonal meeting and identify if the team requires drafting of players for the upcoming season.
- (b) All teams are required to wear numbered team shirts. The deadline for all teams to be consistently wearing their uniforms is by the first play date in December. The only exception to variation in "team uniform" is the difference in player numbering and sleeve length; otherwise team shirts must be identical.
- (c) Teams must have a team names and are required to keep the League Executive current on any alterations to team name and/or team contact information. Team names must be finalized by the uniform deadline date.
- (d) Teams are asked to provide score keepers from their bench to assist in scoring their games.
- (e) Teams are expected to clean up the courts, put away all of the equipment properly and exit the school premises not later than the time indicated on the permits. Thus, late games now conclude prior to the gymnasium permit end time to ensure sufficient time to "pack down". All complaints received from the schools or the Durham Board of Education will result in a review of the teams involved, and may lead to an expulsion of the team(s) in question, from the League (without refund), if said complaint results in the loss or suspension of gymnasium permit(s) held by ALVA.
- (f) Teams are expected to sign the score sheets at the end of each evening, and by doing so agree to all game scores as noted on the game sheet by the official. Teams are encouraged to keep their own individual record of scores for all games played during the year.
- (g) Teams are expected to start games on time. Any dispute(s) over ALVA rules, legalities, etc., should be noted on the game sheet (on the bottom) and the concern should be telephoned in to the League President. Do not delay play of game for these reasons. The Executive Committee will review all complaints and deliver decision rulings as required.
- (h) Winning teams are expected to deliver the score sheets to the designated Executive representative, by the methodology determined annually.
 - i. Regular season - game sheets not received by the deadline will result in a tie of two wins and zero game points being awarded to both teams.
 - ii. Playoffs – teams that do not submit their game sheets by the deadline will be charged a \$25 penalty. The fee will be applied to the team statements at the end of the season.
- (i) Each team is expected to have one representative available to assist and facilitate the execution of draft night event, aside from any members that may be attending the draft for recruitment purposes.

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- (j) It is the responsibility of each team to ensure that its individual members and their respective visitors conduct themselves in a respectful, cordial, and sportsmanlike manner. Conduct unbecoming of these team expectations, as determined by the Executive, may result in a team fine of up to \$100.00 payable to the league within 2 weeks, or faces team/individual expulsion from the league.
- (k) Violations discovered within a current round will result in a default of applicable games. Violations discovered at a later date will be considered on an individual basis, with teams facing either financial penalty of up to \$100.00 payable to the league within 2 weeks, or possible disqualifications from play-offs. Repeated violations of ALVA constitution rules or violation of “Rules Governing the Use of Secondary School and Public School Facilities” may result in permanent team/individual expulsion from the league.
- (l) It is the responsibility of each team to ensure that all members clearly understand the rules of the ALVA constitution and the “Rules Governing the Use of Secondary School and Public Schools Facilities”. Each team will be held accountable for the actions and conduct of its individual members and their respective visitors.