



OLA MEMO

OLA ANNUAL GENERAL MEETING NOTICE

August 31st, 2016

Dear OLA Membership:

Please be advised of the following details regarding the upcoming 2016 OLA Annual General Meeting:

DATE: Friday, **November 11th** and Saturday **November 12th, 2016**

LOCATION: Marriott Gateway on the Falls, (formerly Sheraton Fallsview)
6755 Fallsview Boulevard, Niagara Falls, Ontario

ROOM RATE: Cityview \$132.00 (plus taxes, limited availability)
Fallsview \$155.00 (plus taxes)

HOTEL RESERVATIONS: Call direct (905) 374-1077 or 1-877-353-2557
Deadline for OLA reservations is October 10th, 2016

Attached are documents for your use related to our AGM:

- (1) OLA 2017 Box & Field Team Membership Form
- (2) OLA Awards Nomination Package
- (3) Nomination to the OLA Board of Directors
- (4) Proposed OLA Rules & Regulations Amendment Form
- (5) OLA Life Membership Nomination Form

As in other years, clubs should now have all outstanding accounts cleared with the OLA, as per OR13.06 (a).

To ensure we accurately record and communicate any proposed RULES/REGULATIONS Amendments to the membership, please be advised of the following protocol in effect:

- (1) The deadline for all submissions is September 30th, 2016.
- (2) All proposed Amendments must be submitted in hardcopy (including an authorized signature) and digital formats.
- (3) Both the hardcopy and digital formats should be sent to the attention of Jeramie Bailey, Promotions Director (3 Concorde Gate, Suite 306, Toronto, Ontario, M3C 3N7 **and** <jeramie@ontariolacrosse.com>).
- (4) The wording and formatting of all proposed Amendments will be circulated as received.
- (5) Only those Amendments submitted in the required formats by the deadline will be circulated to the membership.

Should you have any questions, please feel free to contact me at (416) 426-7066. We look forward to seeing you at the 2016 AGM!

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Should you have any questions concerning the above correspondence, please contact:
Stan Cockerton, Executive Director

Ontario Lacrosse Association - 3 Concorde Gate, Suite 306, Toronto, Ontario, M3C 3N7.
Telephone: (416) 426-7066 Fax: (416) 426-7382 Email: stan@ontariolacrosse.com
Visit us on the Web at: www.ontariolacrosse.com



2016 AGM TICKET ORDER FORM

AWARDS LUNCHEON

Association Name _____ Cost per person **\$35.00**
Contact Name _____ No. of tickets _____
Total cost **\$** _____

Association or Zone or League is responsible for award winner(s) tickets

Enclosed is a cheque for the above amount.

All payment must be received before the event. We will not be billing after the event.

Please send the cheque payable to the: Ontario Lacrosse Association
3 Concorde Gate
Suite 306
Toronto, Ontario
M3C 3N7

DINNER BANQUET

Association Name _____ Cost per person **\$70.00**
Contact Name _____ No. of tickets _____
Total cost **\$** _____

Please check box off if you require a table for 8 or more.
How many people _____

Association or Zone or League is responsible for award winner(s) tickets

Enclosed is a cheque for the above amount.

All payment must be received before the event. We will not be billing after the event.

Please send the cheque payable to the: Ontario Lacrosse Association
3 Concorde Gate
Suite 306
Toronto, Ontario
M3C 3N7

Deadline is Friday October 28th, 2016



2017 OLA BOX LACROSSE MEMBERSHIP FEES

Organization Name:	
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2017 Box Lacrosse Membership Fees

Major	\$1195	X	Intermediate	\$276	X	Girls Midget	\$276	X
Senior "B"	\$1017	X	Midget	\$276	X	Girls Bantam	\$276	X
Junior "A"	\$1066	X	Bantam	\$276	X	Girls Peewee	\$276	X
Junior "B"	\$933	X	Pee Wee	\$276	X	Paperweight	\$140	X
Junior "C"	\$627	X	Novice	\$276	X	New Club	\$276	X
Women's Senior	\$328	X	Tyke	\$276	X	Masters HL	\$359	X
			Girls Intermediate	\$276	X			

Total Number of Teams

Total Entry Fee

Contact 1	
Name:	
Address:	
Postal Code:	
Telephone (Home):	
Telephone (Cell):	
Email:	

Deadline: As per the OLA Rules and Regulations B13.06 (a)

No club or minor association shall be entitled to vote at an annual meeting unless it's membership has been certified by the Directors and it's bond, entry fee and any other obligations to the Corporation have been paid by October 31st, the end of the fiscal year. Nor shall any club or minor organization be entitled to vote if it is under suspension or if it did not participate in the Corporation the previous season.

IMPORTANT: We would hope that all clubs have their account cleared prior to the September 30th. Each club (Junior "C" - Major) must register for the 2017 season and each Minor Organization must register at least one team.



2017 OLA FIELD LACROSSE MEMBERSHIP FEES

Organization Name:	
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2017 Field Lacrosse Membership Fees

Tyke Field	\$276	X	Fall U-13	\$276	X
Novice Field	\$276	X	Fall U-16	\$276	X
Pee Wee Field	\$276	X	Women's U-11	\$276	X
Bantam Field	\$276	X	Women's U-13	\$276	X
Midget Field	\$276	X	Women's U-15	\$276	X
Men's U19	\$366	X	Women's U-19	\$328	X
Men's Senior	\$366	X	Women's Senior	\$328	X

**Total Number of
Teams**

Total Entry Fee

Contact 1	
Name:	
Address:	
Postal Code:	
Telephone (Home):	
Telephone (Cell):	
Email	

Deadline: As per the OLA Rules and Regulations B13.06 (a)

No club or minor association shall be entitled to vote at an annual meeting unless it's membership has been certified by the Directors and it's bond, entry fee and any other obligations to the Corporation have been paid by October 31st, the end of the fiscal year. Nor shall any club or minor organization be entitled to vote if it is under suspension or if it did not participate in the Corporation the previous season.

IMPORTANT: We would hope that all clubs have their account cleared prior to the September 30th. Each Minor Field Organization must register at least one team for the 2017 season.

NOMINATION TO BOARD OF DIRECTORS

B6.14

The office of President shall be open to any candidates who have served on the Board of Directors/Governors in either the current or previous season.

B6.15

All positions on the Board of Governors excluding the Immediate Past President, Zone Directors, League Commissioners and OLRA Representative shall be voted on every other year at the Annual General Meeting in a staggered manner as follows:

At the Annual General Meeting held during **odd-numbered years**, beginning with the year 2009, the following positions will be voted on, in the following order:

- (a) First (1st) V.P. Administration (Major)
- (b) Third (3rd) V.P. Finance (Operations)
- (c) Fifth (5th) V.P. Technical (Coaching)
- (d) Seventh (7th) V.P. Development

Each elected officer above [(a)-(d)] shall serve a two year term.

At the Annual General Meeting held during **even-numbered years**, beginning with the year 2010, the following will be voted on, in the following order:

- (a) President
- (b) Second (2nd) V.P. Administration (Minor)
- (c) Fourth (4th) V.P. Administration (Field)
- (d) Sixth (6th) V.P. Technical (Officiating)
- (e) Eighth (8th) V.P. Promotion

Each elected officer above [(a)-(e)] shall serve a two year term. The outgoing President shall become the Immediate Past President and will also serve a two year term.

Candidates will run for a specific position. No officer shall serve two or more Board positions at the same time.

The Zone Directors, League Commissioners and O.L.R.A. appointees shall be members' in good standing.

All elected or appointed Board members shall take office immediately upon conclusion of the Annual General Meeting.

The attached Job Descriptions are to be used guidelines only.

NOMINATION TO BOARD OF DIRECTORS

Odd-Numbered Years Only (N/A for 2016)

First (1st) V.P. Administration (Major)
Currently held by Jim Bomhof

Name: _____
Address _____

Third (3rd) V.P. Finance (Operations)
Currently held by George MacDonald

Name: _____
Address _____

Fifth (5th) V.P. Technical (Coaching)
Currently held by Rick Phillips

Name: _____
Address _____

Seventh (7th) V.P. Development
Currently held by Michael Varanesi

Name: _____
Address _____

Submitted by:
Capacity office held
Address

Even-Numbered Years Only (2016 Elections)

President
Currently held by John Doherty

Name: _____
Address _____

Second (2nd) V.P. Administration (Minor)
Currently held by Marion Ladouceur

Name: _____
Address _____

Fourth (4th) V.P. Administration (Field)
Currently held by Joe Hiltz

Name: _____
Address _____

Sixth (6th) V.P. Technical (Officiating)
Currently held by Frank Lawrence

Name: _____
Address _____

Eighth (8th) V.P. Promotion
Currently held by Lynn Orth

Name: _____
Address _____

Submitted by:
Capacity office held
Address

PRESIDENT

1. Presides at all meetings of Association.
2. Delegates duties to Vice Presidents.
3. Chairs Discipline Committee.
4. Government liaison representative.
5. Represents Associations at other organizations' conventions or conferences.
6. Co-signing officer of Association cheques, contracts, etc.
7. Co-ordinates the affairs of the Association.
8. Ex-officio member of C.L.A. and O.L.A. committees.
9. Receives nominations for all O.L.A. Awards and Life Membership.
10. Presents such nominations to the Board.
11. Prepares year-end report for inclusion in Annual Meeting material.

VICE PRESIDENT ADMINISTRATION (Field, Major, Minor)

1. Chairs O.L.A. tournament/league committee and co-ordinates all functions. Appoints committee members for board approval.
2. Chairs Council, Commissioners, Zone Directors meetings as appropriate.
3. Co-ordination of orientation meetings, including updating guidelines for Commissioners and Zone Directors. (Policy papers, tournament guidelines, etc.)
4. Responsible for registration procedures in conjunction with the Director of Membership Services including updating registration guidelines and procedures.
5. Presents policies on administration and procedures to Board for approval.
6. Monitors operation of appropriate councils, zones and leagues.
7. Prepares year-end report for inclusion in Annual Meeting material.
8. Approves appropriate league or provincial schedules.

VICE PRESIDENT DEVELOPMENT

Reports to the President and Board.

1. Presents monthly report at Board meetings.
2. Prepares a budget for submission to Vice President of Finance.
3. Act as Quest for Gold Coordinator.
4. Participate in active promotion of Lacrosse in Ontario through the targeting of the Ontario Lacrosse Festival.
5. Act as Team Ontario Coordinator.
6. Assist in implementation of Lacrosse programs for new or rebuilding clubs.
7. Examine grass roots/house league/fundamentals development for Lacrosse in Ontario.
8. Promote and develop Lacrosse awareness in communities that aren't participating in Lacrosse.
9. Prepares year-end report for inclusion in Annual Meeting material.

VICE PRESIDENT PROMOTION

Reports to the President and Board.

Works in conjunction with O.L.A. Program/Marketing Director & Promotions Director

1. Presents monthly report at Board meetings.
2. Prepares a budget for submission to Vice President of Finance.
3. Through committee planning, develop promotion package for presentation to Board for approval.
4. Develop media communication, through articles and information etc., which can be used by the councils, leagues, and zones in developing their communication with the local media.
5. Ensures communication to councils, league and zones.
6. Responsible for the promotion of league tournaments (national and provincial). (Includes all awards and trophies).
7. Plans and coordinates SAGM Agenda, speakers and modules.
8. Responsible for Festival Volunteer Recruitment.
9. Volunteer Recruitment.
10. Provide Support to new club applicants.
11. Club/zone promotion - survey results.
12. Develop promotional brochure(s) based on feedback.
13. Prepares year-end report for inclusion in Annual Meeting material.

VICE PRESIDENT COACHING

Reports to the President and Board.

Works in conjunction with Technical Director, council and zone Technical Directors.

1. Chairs all committee meetings.
Committee make-up:
 - Zone Technical Director
 - O.L.A. Technical Director and other reps if necessary, must be approved by Board
2. Arranges for committee members to be notified of all meetings.
3. Arranges for the issue of reports and/or minutes of all meetings to committee members, plus O.L.A. Board members.
4. Prepares monthly report for O.L.A. Board meetings.
5. Develops and co-ordinates lines of communication regarding technical and coaching development matters as follows: teams, council/league/zone, reps from clubs, council/league/zone, Technical Directors, Council/Zone, Directors, O.L.A.
6. Board works with O.L.A. Technical Director on coaching development program, clinics, certification and technical matters to ensure all possible information is passed on to Zone Technical Directors (for example; books, periodicals, films, newspaper clippings, national coaching certification information, etc.)
7. Through planning sessions review annually, for presentation to President, job description changes.
8. Compile and arrange for production of coaching directory.
9. Liaison between coaching, council, zone Technical Directors and O.L.A.
10. Carrying out in conjunction with O.L.A. Technical Director, a program on O.L.A. Lacrosse Coaching Federation for coaches to be members.

11. In conjunction with O.L.A. Technical Director, council, and Zone Technical Directors, develop a skills meet program for presentation to and approval O.L.A. Board.
12. Work with assigned O.L.A. Playoffs/Championships game scheduler to ensure efficient meshing of playing and skills schedule to the convenience of the championships.
13. Review rule change proposals and provide input.
14. Prepares year-end report for inclusion in Annual Meeting material.

VICE PRESIDENT OFFICIATING

Reports to President, Board of Directors of the O.L.A.

Work in conjunction with Technical Director, council and Zone representatives, assignor and O.L.R.A.

1. Chairs all committee meetings.
 - Committee make-up
 - council
 - field
 - O.L.R.A.
 - zone reps and other representatives, if necessary.
 - Must be approved by Board.
2. Arranges for committee members to be notified of all meetings.
3. Arranges for issue of report and/or minutes of all meetings to committee members, plus O.L.A. Board members.
4. Prepares monthly report for O.L.A. Board meetings.
5. Develops and co-ordinates lines of communication, ie; technical and officials development matters as follows:
 - Officials
 - Assignor/zone or league referee in chief
 - Supervisors
 - Commissioners/Zone Directors
6. Work with O.L.A. Technical Director on officials development program, clinics certification and technical matters to ensure all possible information is passed on; rule interpretations, proposed rule changes, etc.
7. Through planning sessions review annually, for presentation to President, job description changes.
8. Compile and arrange for production of officiating directory.
9. Liaison between officials, assignors, referee-in-chiefs, supervisors and O.L.A. Board.
10. Carrying out in conjunction with O.L.A. Technical Director, a program on O.L.A. officiating association for officials to be members.
11. Work with Vice President of Administration to ensure adequate qualified officials for all tournaments.
12. Review rule change proposals and provide input.
13. Responsible for discipline of officiating staff.
14. Responsible for appointment of referee supervisors.
15. Ratification of assignment of officials for all sanctioned tournaments and championships.
16. Makes recommendations to Board for approval of scale of referee fees for current year.

17. Recommend Minimum Penalty Guidelines.
18. Prepares a year-end report for inclusion in Annual Meeting material.

VICE PRESIDENT OF FINANCE

1. Registration of Clubs at Annual Convention.
2. Update and report status at Board Meetings
3. Preparation of credential details for voting at convention.
4. Budget preparation - A. Government Funds and Grants
- B. Operations - includes fine procedures
Input from committee chairpersons.
Present to Executive for approval.
5. Review of revenue Source.
6. Responsible for bookkeeping system - Accounts payable, accounts receivable.
7. Signing Officer of Corporation in conjunction with President, Executive Director and Technical Director.
8. Present monthly Financial Statement.
9. Audit - September prepare for November - present books to auditor plus financial statement.
10. Committee composed of representatives from Zone's, Major Senior, Junior, Field, Women's - for budget input and other representatives if necessary. Must be approved by Board.

CHUCK ROWAN AWARD

To be awarded to the Midget or Intermediate player demonstrating high proficiency in Box Lacrosse combined with outstanding achievement in citizenship, together with high standards in academics or his/her chosen profession. The components of the Award shall be:

- (a) O.L.A. "Keeper" trophy and
- (b) a \$1000.00 scholarship bursary.

I _____

Address _____

Nominate for the CHUCK ROWAN AWARD:

Address _____

His/Her credentials are as follows:

If additional space is necessary, attach a separate sheet. A student transcript must also be attached.

MUST BE SUBMITTED TO THE O.L.A. OFFICE BEFORE SEPTEMBER 30TH

signature

Executive Position with club

JAMIESON KUHLMANN AWARD

To be awarded to the Midget player demonstrating high proficiency in Field Lacrosse combined with outstanding achievement in citizenship, together with high standards in academics or his/her chosen profession. The components of the Award shall be:

- (a) O.L.A. "Keeper" trophy and
- (b) a \$1000.00 scholarship bursary.

I _____

Address _____

Nominate for the JAMIESON KUHLMANN AWARD:

Address _____

His/Her credentials are as follows:
If additional space is necessary, attach a separate sheet. A student transcript must also be attached.

MUST BE SUBMITTED TO THE O.L.A. OFFICE BEFORE SEPTEMBER 30TH

signature

Executive Position with club

KEN MURRAY AWARD

The KEN MURRAY Award is presented annually to the Minor Lacrosse Individual
Whose unselfish motivations are demonstrated by the dedication of their efforts
to **“HELPING THE KIDS”**

I _____

Address _____

Nominate for the KEN MURRAY AWARD:

Address _____

His/Her credentials are as follows:
(if additional space is necessary, attach a separate sheet)

MUST BE SUBMITTED TO THE O.L.A. OFFICE BEFORE SEPTEMBER 30TH

signature

Executive Position with club

MERV MACKENZIE AWARD

Presented annually in memory of the late Mr. Merv MACKENZIE (Life Member), to the person selected as having done the most for the promotion of Lacrosse in Ontario.

I _____

Address _____

Nominate for the MERV MACKENZIE AWARD:

Address _____

**His/Her credentials are as follows:
(if additional space is necessary, attach a separate sheet)**

MUST BE SUBMITTED TO THE O.L.A. OFFICE BEFORE SEPTEMBER 30TH

signature

Executive Position with club

PROMOTION & DEVELOPMENT AWARD

Presented annually to the Lacrosse Association selected as having done the most promote and develop Lacrosse in its area and throughout the Province of Ontario

I _____

Address _____

Nominate for the PROMOTION & DEVELOPMENT AWARD:

Address _____

**His/Her credentials are as follows:
(if additional space is necessary, attach a separate sheet)**

MUST BE SUBMITTED TO THE O.L.A. OFFICE BEFORE SEPTEMBER 30TH

signature

Executive Position with club

MEDIA RECOGNITION AWARD

Awarded annually to the media person adjudged to have provided exceptional support to the sport of lacrosse.

I _____

Address _____

Nominate for the MEDIA RECOGNITION AWARD:

Address _____

**His/Her credentials are as follows:
(if additional space is necessary, attach a separate sheet)**

MUST BE SUBMITTED TO THE O.L.A. OFFICE BEFORE SEPTEMBER 30TH

signature

Executive Position with club

MR. LACROSSE AWARD

The Thomas "Tip" Teather Trophy, awarded annually to a person considered to have made an outstanding contribution to Lacrosse

I _____

Address _____

Nominate for the MR. LACROSSE AWARD:

Address _____

**His/Her credentials are as follows:
(if additional space is necessary, attach a separate sheet)**

MUST BE SUBMITTED TO THE O.L.A. OFFICE BEFORE SEPTEMBER 30TH

signature

Executive Position with club

O.L.A. PRESIDENT'S AWARD

Presented to O.L.A. members who have given 20 years of service to the sport of Lacrosse.

I _____

Address _____

Nominate for the O.L.A. PRESIDENT'S AWARD:

Address _____

**His/Her credentials are as follows:
(if additional space is necessary, attach a separate sheet)**

MUST BE SUBMITTED TO THE O.L.A. OFFICE BEFORE SEPTEMBER 30TH

signature

Executive Position with club

PROPOSED OLA RULES & REGULATIONS AMENDMENT FORM

Date:

Proposed by:

Signature of Club President/Zone Dir./Commissioner: _____

Article to be Amended:

Presently Reads:

Proposed change to Read (exact wording of proposed article):

Reason for suggesting change:



ONTARIO LACROSSE ASSOCIATION LIFE MEMBERSHIP NOMINATION FORM

DATE: _____

NAME OF NOMINEE: _____

ADDRESS: _____

NOMINATED BY: _____

NOMINEE'S BIO: must follow criteria as set out in Section B 6.01 of the OLA Constitution.

NOTE: Completed bio to be attached to this form. Bio must be as accurate and include as much pertinent and documented information (years of service; volunteer roles; levels of lacrosse participation; awards; etc.) to support the nomination.

REQUIRED SPONSOR SIGNATURES

LOCAL CLUB Name: _____

Club and Title: _____

Signature: _____

LIFE MEMBER Name: _____

Signature: _____

OLA BOARD OF GOVERNORS Name: _____

Signature: _____

OLA BOARD OF DIRECTORS Name: _____

Signature: _____

LIFE MEMBERSHIP CHAIRMAN'S SIGNATURE: _____