

SASKATOON AMATEUR VOLLEYBALL ASSOCIATION CORPORATION
CONSTITUTION

ARTICLE 1

1. NAME

1.1 The name of the organization shall be the SASKATOON AMATEUR VOLLEYBALL ASSOCIATION CORPORATION.

ARTICLE 2

2. PURPOSE/OBJECTIVES

2.1 To maintain and increase participation in volleyball by providing organized volleyball leagues.

ARTICLE 3

3. NUMBER OF DIRECTORS

3.1 The number of directors shall be a minimum of 4 and a maximum of 14.

ARTICLE 4

4. MEMBERSHIP

4.1 The members of this association shall be of one class consisting of:

- a) All individual members of registered teams (all teams wishing to become members shall apply on registration forms).
- b) Individual Members of the Executive.

4.2 All registered members shall have one vote at the AGM.

ARTICLE 5

5. DISSOLUTION

5.1 If All operations of the association cease to exist for a period of not less than two consecutive fiscal years, then the assets of the Association will be liquidated and dispersed to Saskatoon A, B, and Coed teams registered with the Saskatchewan Volleyball Association (SVA) and operating at the time.

REVISED: November 2011

BYLAWS

1. Fiscal Year

1.1 The fiscal year of the association shall begin on the first day of March 1 through to February 28(29) the following year.

1.2 The AGM shall be held before May of each year.

2. Officers

2.1 The officers of the association shall be:

- a) President
- b) Vice-president
- c) Secretary/Registrar
- d) Treasurer
- e) Scheduler
- f) Stats coordinator
- g) Social coordinator
- h) Past President
- i) Officials Assigner
- j) Website Administrator
- k) Members at Large (max. 3)
- l) Equipment facilitator

2.2 All terms of the executive are one year in length, with the exception of MAL's and Treasurer, which are two years.

2.3 All set annual registration fees for each team based on recommendations.

3. Quorum

3.1 At the executive meetings, half of the filled executive positions plus one shall constitute a quorum. At general or special meetings 10 members are required to make a quorum.

4. Executive

4.1 The executive shall be the governing body of the Association and as such shall:

- a) Set the policy of the association
- b) Approve the expenditures of monies.
- c) Rule on any appeals of decisions made by the President.
- d) Set annual registration fees for each team based on recommendation.
- e) Request the President to call a general meeting.
- f) Take disciplinary action against a team for violations of the bylaws.
- g) Receive one free ticket to the yearly Social

5. Meetings

5.1 Executive meetings shall occur at the discretion of the President.

5.2 Meetings are open to the general membership but only the executive members shall have a vote.

5.3 Executive members must contact the President if not attending meetings with a valid excuse and must ensure they receive the minutes of the meeting via mail out.

6. Duties of Officers

6.1 President (1 year term; 2nd year as past president)

- a) To preside over meetings of the executive and AGM.
- b) To be general administrator of the Association, such as:
 - 1) To make recommendations to the executive.
 - 2) Make recommendations to the general membership.
 - 3) Ensure that other officers are carrying out their duties.
 - 4) Upon executive approval, hand out any suspensions for all violations/unsportsmanlike conduct.
 - 5) Assist treasurer with the proposed budget.
 - 6) To liaise with sponsors or appoint a liaison person.
- c) To assist the secretary on coordinating registration packages, and information on important dates and league structure/rules.
- d) Give a written or verbal report at the AGM
- e) Be the SVA liaison.
- f) Other duties as required.

6.2 Vice President (1-year term)

- a) To assume the duties of the President in his/her absence.
- b) Give a written or verbal report at the AGM.
- c) To collect and send in all team rosters to the SVA.
- d) To coordinate the adjudication committee.

6.3 Secretary/Register (1 year term)

- a) To take detailed minutes of all meetings.
- b) To circulate minutes at executive meetings or mail-out when required 7 days after each meeting.
- c) To keep a record of memberships.
- d) To coordinate registration night with assistance from executive.
- e) Give a written or verbal report at the AGM.
- f) To promote the registration night and/or AGM via mail out or other policy
- g) Other duties as required.

6.4 Treasurer (2 year term)

- a) To hold monies of the association in a chartered bank or institution.
- b) To coordinate a bank deposit the night of the registration or when required.
- c) To issue cheques on behalf of the association.
- d) To assist the President in determining registration fees.
- e) To assist the President in the development of a proposed budget.
- f) To maintain the insurance and non-profit fees for the association.
- g) Other duties as required.

6.5 Scheduler (1 year term)

- a) To decide on the format of the league in consultation with the executive and make adjustments when required.
 - 1) Makes an attempt to schedule all Male and Female divisions at the same time.
- b) To draw up the schedule of which teams play at what locations and the minor officials for each court.
- c) To determine playoff structure.

- d) Other duties as required
- 6.6 Statistics Coordinator (1 year Term)
 - a) Collect, record, and publicize stats on a weekly basis.
 - b) Give a written or verbal report at the AGM.
 - c) Other duties as required.
 - d) Take record of defaults and amount of default monies owed to each team.
 - e) Record and forward information regarding “SUBS” and “PERMIT” players.
- 6.7 Social Coordinator (1 year term)
 - a) To organize social functions on behalf of the Association including volunteer workers, proposed and actual budgets, rentals, food, etc. (Year-end social).
 - b) Give a written or verbal report at the AGM.
 - c) Arrangements for the mid-season tournament.
 - d) Other duties as required.
- 6.8 Past President (1 year term)
 - a) To act in an advisory capacity.
 - b) To book schools prior to the next years League play.
 - c) To assist in securing sponsorship.
- 6.9 Officials Coordinator (1 year term)
 - a) To locate and assign officials for the league and playoff matches.
 - b) To ensure the officials are paid with the assistance of the treasurer.
 - c) To coordinate the officials clinic (facilitator, room rental, etc.)
 - d) Give a written or verbal report at the AGM.
 - e) Must communicate all SVA/SAVA rules to all officials.
 - f) Other duties as required.
- 6.10 Website Administrator
 - a) to update and maintain the website with current information and stats
- 6.11 Equipment facilitator (1year term)
 - a) to coordinate the drop off and pickup of the antennae, scorecards with the MALs
 - b) to monitor the condition of the equipment and replace unsuitable equipment
- 6.12 Members at Large (3 x 2 year terms)
 - a) Assist in securing sponsorship.
 - b) To coordinate League team prizes/awards for year-end.
 - c) To assist in the overall functioning of the league.
 - d) To monitor and replace equipment as required.
 - e) To send emails to 1st and 2nd team contacts from Executive.
 - f) Other duties as required.

7. Financial

7.1 All cheques must bear the signature of the President or designate and the Treasurer of the Association.

7.2 Any expenditure for the normal running of the league, such as referees, printing, postage, stationery, shall need the approval of only the President or the Treasurer.

7.3 Any other expense that can be paid with the existing funds shall need the approval of the executive through a majority vote.

7.4 The option to have an audit or review must be presented to the AGM annually unless

a resolution not to appoint an auditor has been passed by 2/3 of the membership or as dictated by provincial non-profit act at any given point in time.

7.5 Officials will be paid in accordance with the following criteria:

- a) \$15 for anyone in the league
- b) \$18 for B, Local B, and Local 1A level, or attended a SAVA sponsored ref clinic
- c) \$21 for Provincial, Regional, National, and International level

7.6 The executive cannot spend more than \$400 without membership approval.

8. Pledging Credit

8.1 No member shall pledge the credit of the association without prior approval of the executive.

9. Amendments

9.1 The executive or any member of the association upon 3 weeks notice of the AGM can bring amendments forward for the constitution. Amendments to the bylaws can be done at an executive meeting, must be ratified at the AGM or at a special meeting.

9.2 Amendments require majority vote by the attendees at the AGM.

9.3 All interpretations of the bylaws shall be made final at the decision of the current executive.

10. Eligibility

10.1 All teams must be registered with the secretary/registrar before they can play in the league.

10.2

- a) Registration for the league shall be at the AGM with preference given to members of the teams present at the AGM.
- b) The person who registers the team is restricted to playing with that team for the season. Violating players as well as the team they registered will be evicted from the league.
- c) If you arrive more than 30 minutes after the AGM has been called to order you will not be given preference and in order to remain on the list for preference you must stay at the AGM until the adjourned.

10.3 Teams accepted into the league shall be on a first come first paid basis in accordance with 10.2. A waiting list will be coordinated at registration night and/or AGM for those teams registered over and above the maximum league capacity.

10.4

- a) All registration fees must be paid in full by registration deadline, which is June 1st of each year.
- b) Any NSF cheques will result in the team being penalized \$50 per occurrence and has 10 days after being contacted to rectify the matter.

10.5 Teams are NOT required to buy rulebooks from the executive. Books will be supplied to each volleyball court via the equipment set-up person(s).

10.6

- a) Preference will be defined as follows:
 - 1. Team contact or designate who attended the AGM get first preference

for registration of their represented team(s).

2. Executive Members who are current members of SAVA would have 2nd preference.

3. Team contact at AGM for a team not previously in the league has third preference.

4. Team members not in attendance at AGM but who had representation at the AGM.

5. Anyone else not covered in the above rules of preference.

b) Within the scope of second preference, teams contacts or designates who were on a roster in the division with which second preference is defined are of higher preference than those who were not on a roster.

10.7 The team contact present at AGM will have until June 1 to register their teams and pay the fees in full. After the June 1 deadline if any positions remain in the league it will be opened up to everyone following the guidelines of preference.

10.8 SAVA will collect a cheque from each team that is post dated for June 1 in the full amount of \$1000, to be collected at the AGM or mailed to the SAVA mailbox address (postmarked on or before June 1).

10.9 The first team contact (or designate) present at the AGM gets first chance to put in a team. If the first team contact does not want to put in the team then the second team contact present at the AGM can then enter a team in that spot.

10.10 Any ties arising from the rules of preference will be solved at the discretion of the executive.

10.11 All registration monies received by the league after September 1/2003 must be in the form of a cheque or a money order.

11. Promotions

11.1 Any promotions done within the league must have approval of the executive. Failure to comply shall result in expulsion from the league at the executive's discretion.

12. League Play

12.1 Balls: Each team shall provide it's own warm up ball(s) and one ball will be used as the game ball. **SAVA recommends the black, red and white colored volleyball and teams should make every effort to provide this ball... OR any other ball agreed upon by both teams.**

a) the referee must be informed if the teams wish to change out the game ball at any given time.

12.2 Match Play

a) Regular season matches will consist of three sets, with the first 2 going to 25 points with no cap. The third going to 15 with a cap at 17.

b) Playoff matches will be best 2 out of 3 with the first 2 games capped at 27 and if needed the 3rd game will be to 15 with no cap.

c) The match is declared over when the hour is up except for seeding and playoffs.

d) Teams are guaranteed a 5-minute warm-up before each match.

e) Each set is worth one point in the standings.

f) There is no time limit during Playoffs, and Seeding.

- g) In Playoffs if schedule allows for best of 5 the 5th set will be to 15.
- h) During seeding, regular season and playoffs, one coin toss will be made at the beginning of the match, with teams alternating court sides and serve for each game thereafter.
- i) Libero can be used in all divisions as per CVA rules.
- j) All time managements should be managed at the referee's discretion in keeping with the bylaws 12.2 and it is the responsibility of the captains and players to approach the referee to clarify any time related inquiries.
- k) No regular time outs will be permitted in the last 5 minutes on the hour of the match in regular season play.
- l) **If an injury occurs, the place in the lineup with the missing player must continue as an open spot and be respected in proper rotation. When the missing player's position comes to serve, it is automatically a loss of serve.**

12.3 All teams wishing to re-schedule matches to another date and time must seek the approval of the President/Statistician/Officials Assigner. For a team to NOT lose their forfeit bond, the team must agree with the team(s) that they are scheduled to play at least 72 hours before their scheduled match (es), and be approved by the officials assigner, and everything be agreed upon by the all the teams involved and the officials assigner. If this does not fully occur, the default will be awarded. This only applies to regular season games.

- a) Any team wanting to switch times within their 3 hour time block must seek the approval of the other 2 teams in that block and the approval of the referee of the match (es) prior to the beginning of the first match of the block. Otherwise, match times will occur as scheduled.
- b) In the event all three teams opt not to play, no points are awarded. Games scheduled before the switch must be played before the switch and games scheduled after the switch must be played after the switch.

12.4 Defaults: Teams have one point deducted for each set defaulted and one for each Minor Official default.

- a) Matches:
 - 1) If a team cannot field a six-person team (in accordance with 12.7) during regular season match play, no defaults will be awarded until 5 minutes after scheduled game time. The second set will be defaulted at 15 minutes and the third set defaulted at 20 minutes after scheduled game time. During Seeding and Playoff Tournaments a new bylaw change in effect as on Monday, January 20/03, clarifies defaults. A team has until 5 minutes after schedule game time to have 6 players or they default set one. They have until 20 minutes after the scheduled game time or they default both sets two and three. The team also loses \$25.00 from their performance bond, for the match default.
 - 2) **At the referee's discretion, a team may be defaulted due to unsafe situations created by teams and minor officials in the gymnasium. This includes the benches, courts and control areas via a two warning system.**

b) Minor Officials:

1) A minimum of 4 people must be present upon commencement of the match that they are minor officiating or else a \$25 default and a negative 1 in the standings will be awarded to that team.

c) Performance Bond

1) Upon registration, each team pays \$100 as a performance bond, which will be refunded, if the team acquires no defaults throughout regular season play.

2) If two match defaults and a minor officiating default (or any combination within) are accumulated by a team before the end of regular season play, the team will lose the \$75.

3) Upon receiving 3 match defaults: If the team wishes to stay in the league, one member must get an additional \$75 to an executive member before the next day of league play, or the team will be EJECTED from the LEAGUE IMMEDIATELY. Upon payment of the \$75 the team will be awarded three more free match defaults before being ejected on accumulation of the sixth match default (e.g. a performance bond of \$150 in total will allow a team five free match defaults before being ejected on the sixth match default

4) All performance bonds will be refunded minus total match defaults awarded during seasonal play. The league will retain all default monies.

5) Playoffs: Teams failing to minor officiate will lose their performance bond (\$25) and the first set of their next match.

6) Seeding: Teams failing to minor officiate and/or forfeit will lose their performance bond (\$25) and must pay before regular season play.

7) There must be one representative from every team in attendance at a SAVA run informational clinic prior to season commencing. If no representative is in attendance, they will forfeit their \$25 performance bond and needs to pay it before regular season begins. Attendants at this clinic will go from \$15 to \$18, minimum per game reffed.

12.5 Adjudication Committee

All grievances must be received in writing to the executive within 2 weeks after the incident in question. It shall be the responsibility of the executive to respond to the grievance in a timely manner. If the person who filed the grievance is not satisfied with the executive's decision, they must present a written appeal to the vice-president within one week after the initial executive's decision. The vice-president will then be responsible for bringing the matter to an adjudication committee. The adjudication committee shall be appointed by the vice president consisting of members other than the executive and shall deal with all appeals. This committee is empowered to make decisions on all matters above and consists of three members.

12.6 Gym Set-up/take down

Net setup must be completed 5 minutes prior to match start time, either for 9a.m., 12p.m., 3p.m. or 6p.m. by the first minor officiating team, and must be taken down by the last minor officiating team for that court. A charged of \$25 default fee and negative 1 in the standings if a minor officiating team fails to fulfill their duties.

12.7 Coed Players

- a) During a match there must be (3 males and 3 females) or (2 males and 4 females) or (1 male and 5 females) on the court at all times for a total of six players on the court. Substitutions must be gender for gender.
- b) In case of injury, a male will be able to sub for a female as long as there are still three females on the court.

12.8 Rosters

Team Rosters must be emailed to SAVA and SVA prior to the first match of the seeding tournament including 1st and 2nd contact to SAVA.

Conditions:

- a) A player cannot be on the rosters of more than one coed, women's, or men's team; however, registering with a coed team and a womens or mens team is allowed.
- b) If a player no longer wishes to play with the team s/he is currently playing with, s/he must get a written letter signed by two members of that team releasing such player.
- c) A player may be added to any roster as long as the above criteria are followed.
- d) No final additions to the roster may be made after the second last Sunday of regular season. The only exception is by extenuating circumstances through the approval of the executive.
- e) If a team is ejected or withdraws from the league, other teams in the league may pick up its members as long as the above criteria have been met.
- f) Every player {in accordance with 12.8.a} is only allowed to be added onto 2 different teams' rosters in one entire season. If a player leaves their original team to play for another team, they cannot return to that original team's roster, nor any other teams' rosters.
- g) A committee consisting of the vice-president, the Secretary, and one Member at Large will make a final decision as to whether a person can be added to a roster. If the group has conflict of interest with the person in question they may find a replacement from the rest of the executive members for that particular case.
- h) Any Athlete under the age of 18, on the roster, must be accompanied by signature of **their** parent/guardian on the roster.
- i) A team with an illegal player(s) will default all games played with the illegal player(s) and will also be fined an additional match default (3 games). Any intentional disregard of this rule will be dealt with by the executive with possible additional repercussions.

12.9 Substitution List

- a) Players defined as "SUBS" are any player NOT currently signed to any team's roster, are listed on the on-line "SUB" list, and have paid their insurance fee.
- b) Substitutes are only allowed to participate in regular season games.
- c) Players on the substitute list are allowed to play for one team a maximum of 16 matches (any portion of a 3 set match) before they are removed from the substitution list and added on to that team's roster.
- d) Once a substitute signs on a roster, they cannot return to the substitute list for the remainder of the season.
- e) If a player starts on a roster, they cannot leave a roster and enter the substitute

list (Exception 12.9.f)

f) If a team folds, a player from that team can enter the substitute list.

12.10 Permit Players

a) Players defined as “PERMIT PLAYERS” are currently signed on any roster. They “PERMIT” when they play for a team other than the team they are currently signed on. PERMIT PLAYERS can only play for teams within their division or divisions higher than their current team.

b) Permit players are only allowed to participate in regular season games

c) Every team is allowed to use PERMIT PLAYERS for 8 matches (any portion of a 3 set match) per season, in accordance with 12.4.b.

d) Every player is allowed to “PERMIT” 4 matches per division (coed and womens) during a season in accordance with 12.4.b).

12.11 Team Movement

a) The total number of teams in each division is set by the executive prior to the seeding tournament. Any changes to divisions based on imbalance of skill level can only be made after seeding tournament by the executive.

b) At the half way point of the season, the bottom two teams in the standings of each division will switch with the top two teams of the lower division for all leagues, Coed, Men’s and Women’s.

c) After the team movement at the halfway point in the season all team stats will be set back to zero.

d) Defaults count for the mid-season switch.

e) In the case of a dispute where a team does not want to move up a division and the team in the upper division wishes to stay up, it is at the executive’s discretion to allow the teams to stay in their respective divisions.

f) To move women’s A from 12 teams to 9 teams.

12.12 Tie Breaking Criteria:

a) Halfway through the season, CVA rules apply.

b) Playoffs include win percentage (total points/possible points) including defaults, then CVA rules.

12.13 Any player who accumulates 3 yellow cards in one season (including seeding and playoffs) will be reviewed for possible disciplinary action by the executive. Any red card or red yellow will result in the same disciplinary review. All players may appeal any suspension via bylaw 12.5.

12.14 Injury:

Teams can finish both scheduled matches with 5 players if an injury occurs during the match, during regular season play. Regular SVA rules apply during playoffs.