

4 WING COLD LAKE RECREATIONAL INTERSECTION VOLLEYBALL CONSTITUTION

I NAME

1. The league shall be called the 4 Wing Cold Lake Recreational (Rec) Intersection (I/S) Volleyball League.

II AUTHORITY

2. The 4 Wing Cold Lake Rec I/S Volleyball league is authorized under the authority of DOAD 5045 CAF PSP Programs, the PSP Policy Manual and authorized by the Wing Commander as a recognized recreational intersection league.
3. An injury sustained by a military member while participating in this program will likely be deemed to be “service-related”, regardless of the type or extent of civilian participation in said activities. The ultimate decision on a disability award or pension as a result of injury sustained in the course of participating in the Rec I/S Volleyball League rests with Veteran’s Affairs Canada and will be case specific.

III PURPOSE

4. The Rec Volleyball League will function as a means to promote physical fitness values, increase skills and competition and instill a high degree of esprit de corps.

IV MEMBERSHIP

5. The following categories of personnel may participate in the 4 Wing Rec Volleyball League:
 - a. Regular Members: i. CAF members currently serving, Regular and Reserve Force personnel and their families; ii. Foreign Service Members currently serving with the CAF and their families; and iii. Veterans (former CAF members who have successfully complete Basic Military Training and have been honourably discharged and their families.
 - b. Ordinary Members: i. Currently DND Public Servants, NPF Staff, MFRC Staff, DRDC Staff and DDC and their families; ii. Serving RCMP and their families; iii. Currently-serving Honorary Colonels/Captains (N) and Honorary Lieutenant-Colonels/Commanders and their families
 - c. Associate Members: All others who are invited to become members.

6. All Ordinary members such as DND employees, NPF employees or dependant spouses will be annotated on the team roster as such. Also, all civilian participants may be required to sign a liability waiver.

V **EXECUTIVE COMMITTEE**

7. The League shall be administered by an Executive Committee composed as follows:
 - a. **President**. The President shall be elected or appointed to the Committee and shall coordinate all activities, liaise with the Sports Coordinator (Spts Crd) for use of facilities and equipment;
 - b. **Vice-President**. The Vice-President will carry out the duties of the President in his/her absence;
 - c. **Secretary**. Responsible for the completion of all correspondence pertaining to the League;
 - d. **Statistician**. Maintain League statistics.
 - e. **Committee Members**. The Committee is composed of one member elected or appointed by his/her team to be their representative at meetings called by the League Executive. Each member counts for one vote in decision making; and
 - f. **Ex-Officio**. The Community Rec Director or his/her representative is established as ex-officio and will assist as Technical Advisor without voting power.

VI **FINANCES**

8. The financial control of the League will be the responsibility of the Community Rec staff/Sports Coordinator.

VII **MEETINGS**

9. General meetings shall be held annually and may be held more frequently as required.

VIII **QUORUM**

10. A quorum for a General meeting shall be 30% of the membership. The President may declare a quorum present when the ratios are not achieved provided this fact and the

percentage attending is recorded in League minutes and submitted for approval to the FSD staff.

IX VOTING

11. All voting issues shall be decided by a simple majority.

X SUBMISSION OF MINUTES

12. All minutes of General/Executive meetings shall be submitted to Community Rec Director (CRD) for their approval within 14 days of meeting.

XI AMENDMENTS TO CONSTITUTION AND BY-LAWS

13. Any proposals to alter the Constitution and By-Laws shall be put to immediate vote for approval in principle. Recommended amendments shall be passed to the CRD for review, who in turn shall staff same for final approval of Wing Commander or such Officer as the Wing Commander may designate.

14. The Constitution and By-Laws may be amended by direction of the Wing Commander.

XII DISCIPLINE AND GENERAL CONDUCT

15. Members of the League shall observe the rules of the 4 Wing Cold Lake Rec Volleyball League at all times. General conduct will reflect credit on the 4 Wing Cold Lake Rec Volleyball League and Canadian Armed Forces.

XIII SUSPENSION

16. Any player may be suspended because of action clearly detrimental to the interest of Rec Volleyball. The suspension will be in effect immediately until a majority decision by the executive Committee is rendered. Maximum suspension of 5 games will or could be levied by the Executive Committee.

XIV PROTESTS/DISPUTES

17. In case of a protest the League Protest Committee shall consist of the League Executive. The following procedure for protests will apply:

- a. the team captain shall notify the referee that the game is being placed under protest. The referee will then note the score, the server, the rotational order for both teams at the time of the protest on the official game sheet;
- b. the team rep shall submit with 24 hours a written protest to the Committee;

- c. twenty-five dollars (\$25) is to accompany each protest. If the protest is won the \$25.00 will be reimbursed. If the protest is lost the money will be deposited in a NPF general revenue account;
- d. the Committee shall meet and render a decision before the two teams play again; and
- e. there shall be no protests received or considered if they are based solely on a decision involving the accuracy of judgement on part of an official.

XV APPEALS

18. Individuals may appeal to the Wing Commander through the CRD/FSD within five (5) working days of receipt of written notification of their suspension.

XVI AFFILIATIONS

19. No undertaking to join any association or any club that may be construed as affiliation or association may take place until the President of the League prepares a submission concerning the affiliation or association and submits same to the CRD for approval.

4 WING COLD LAKE REC VOLLEYBALL

BY-LAWS

*Updated 16 Apr 2014

I PURPOSE

1. These by-laws are a set of rules which amplify the constitution and govern the operation of the league.

II TERMS OF REFERENCE

2. **President.** The president shall:
 - a. co-ordinate all activities of the league;
 - b. plan and call executive, team representative, and general meetings;
 - c. ensure members meet membership regulations;
 - d. liaise with the sports coordinator for use of facilities;
 - e. liaise with other wing organizations/personnel as required; and
 - f. attempt to fill executive and committee members vacancies as they occur.
3. **Vice-President.** The vice-president shall:
 - a. assume the duties of the president in his/her absence; and
 - b. assume those duties and responsibilities assigned by the president.
4. **Secretary.** The secretary, if there is one, shall:
 - a. be responsible to the president for the completion of all correspondence pertaining to the league;
 - b. serve on the executive committee; and
 - c. keep minutes of all meetings and, if unable to attend, arrange a replacement to keep an accurate record which will then be added to the secretary's record of the minutes.
5. **Statistician.** The statistician, if there is one, shall:

- a. be responsible for the control and maintenance of statistics, distribute statistics every two months and post results regularly; and
- b. maintain financial records of all profits and expenses concerning the league.

III RESIGNATION OF EXECUTIVE OFFICERS

6. Due to postings or other reasons, it is sometimes necessary for executive officers to submit their resignation prior to completion of their term of office. It is important that such vacant positions be filled expeditiously so that the effectiveness of the executive committee is not compromised.

7. The following procedures shall apply:

- a. **Resignation of President.** If the president submits his resignation prior to the expiration of the normal term of office, the vice-president shall automatically become the president on an interim basis until it is possible to hold a general meeting and elect a new president. The position of vice-president shall then be filled as stated in sub-paragraph 7b.
- b. **Resignation of Executive Officers Other than the President.** If the vice-president becomes the interim president as above, or if the vice-president or other executive officer submits his resignation prior to the termination of his/her normal term of office, the executive committee shall select an eligible and willing replacement to fill that position on an interim basis pending a general meeting for purposes of electing a new executive officer.
- c. **Recording Such Replacement Action in Minutes.** The process of replacing resigning executive officers shall be recorded in minutes of the executive committee meeting concerned.

IV RULES OF PLAY

8. The annual Volleyball Canada rule book for the current year, as specified in the CAF National Sports Rule book, will be used except where by-laws take precedence (**written here in bold red**).

From the Volleyball Canada Rule Book:

- 6.1.2 The referees (**team captains**) judge the faults and determine the consequences according to the rules.
- 6.3.1 The match is won by the team that wins **2 of 3** sets or 3 of 5 sets (**year-end tournament only; for the regular season, 3 complete sets will be played per match: each team scores 1 point for each set won**).

- 6.3.2 In a best of 3 match, the deciding set (the 3rd) is played to 15 points with a minimum lead of 2 points (**year-end tournament only; for the regular season, you will play 3 sets of 25 rally points each**). There is no point limit.
- 6.4.2 A team that, without justifiable reason, does not appear on the playing court on time (**before 12:10**) is declared in default with the same result as in rule 6.4.1 (**you may request to reschedule as many matches as you want, however you must submit the request before 16:00 of the previous working day before the match; 5 defaults and you're out of the league**).
- 7.3.1 There must always be six players per team in play (**in our case, the minimum is 4 players; team captains must ensure that each player has played at least 5 matches during the regular season to be eligible to play in the year-end tournament**).

Note: Teams are responsible for set-up and tear-down.

4 WING COLD LAKE

VOLLEYBALL

CONSTITUTION

APPROVAL SHEET

Recommended:

Date

President

Date

Comm Rec Director

Date

PSP Manager

Date

WAdmO

Approved/Not Approved

Date

W Comd