



DOLLARD WATER POLO CLUB BY-LAWS (June 15th, 2020)

1. Name

- 1.1 The name of the Dollard Water Polo Club will be CLUB DE WATER-POLO DE DOLLARD-DES-ORMEAUX or DOLLARD DES ORMEAUX WATER-POLO CLUB. The Club may be known informally as the Dollard Water Polo Club, Dollard Water Polo or DDO Water Polo.

2. Objectives

- 2.1 To promote the sport of water polo in the West Island area of Montreal in general, and the city of Dollard des Ormeaux in particular.
- 2.2 To provide the necessary facilities, equipment and coaching so that interested West Island teenagers, with the requisite swimming skills, may have the opportunity to practice and play water polo indoors during the autumn, winter and spring seasons.
- 2.3 To produce elite Water Polo teams and athletes which can compete provincially from U12 and U14, and nationally from U16 to Senior for both women and men.
- 2.4 To attempt to inculcate a sense of discipline, responsibility, teamwork and other such positive values in the young people who come to the Dollard Water Polo Club as a by-product of their participation in the sport of water polo.

3. Board of Directors

- 3.1 The Dollard Water Polo Club shall be directed by a Board of Directors, which is made up of the following members:
 - The Executive Board consists of 1 President (the president will only have a vote in the event of an equal vote, otherwise, the president does not hold a voting right), 1 Vice-President, 1 Treasurer and 1 Secretary
 - The Manager Committee consists of 1 Player Account manager, 1 Uniform manager, 1 Social Media manager, 1 TeamSnap manager, 1 Event manager as well as 1 Team Manager per gender for each age group (U12 will only have 1 Team manager since this age category is co-ed).
 - There are 3 non-voting positions: 1 AADDO representative, 1 Head Coach and 1 Direct Past-President.
- 3.2 The Board of Directors shall be elected from the members at the Election General Meeting, held each year prior to the end of our fiscal year, July 31st.



- 3.3 All members of the Board of Directors will be either a parent of a returning player or a returning player at the senior level, with the exception of the above mentioned non-voting positions. A non-parent may serve on the Board if no returning members are running for that role and they are approved by the remaining members. If this is the case, AADD0 must be notified in writing of the decision.
- 3.4 The term of office of the Board of Directors is one (1) year, terminating at that year's Election General Meeting; however the mandate of all members of the Board is renewable each year. If a member of the Board resigns before their mandate expires, the Board shall name a replacement from among the voting members to complete their term.
- 3.5 A quorum for votes to be held at a Board of Directors meeting is one third (1/3) of the voting members.
- 3.6 The Board of Directors will meet as it deems necessary for the proper running of the club, but at a minimum of three (3) times per year. The Board of Directors may call a General Meeting of all members at any time, but in any case, will call an Annual General Meeting as well as an Election General Meeting once per year.

4. Annual General Meeting

- 4.1 A voting member is a parent of an athlete in any current age group or a player(18 and over) on a Senior team. Voting privileges will be granted on the basis of one (1) vote per player. Voting privileges will not be granted to players or parents of players not registered or who are in arrears in their fees or other accounts owing to the A.A.D.D.O. or the Dollard Water Polo Club.
- 4.2 A quorum for any General Meeting will be ten (10) votes or ten (1) percent of the total possible votes; whichever is less.
- 4.3 Notice of the Annual General Meeting (AGM) will be sent by email to each registered member as well as posted on the website, no less than fourteen (14) days prior to the meeting date. The notice will also include a proposed agenda.
- 4.4 If any amendments to the Bylaws are proposed by registered members, they must submit them to the Board of Directors in writing no later than ten (10) days prior to the AGM. The proposed amendments will then be emailed to all registered members as well as posted on the Club's website at least five (5) days prior to the meeting where any interested party can read them, they will be voted on at the AGM.
- 4.5 The Annual General Meeting of registered members will take place as soon as possible after the registration of players in September of each year, but in any event, no later than ninety (90) days after the end of the fiscal year, which would mean prior to Oct 31st.



- 4.6 An Annual Report on the events of the previous year will be presented at the Annual General Meeting by the President and the financial statements covering the previous fiscal year will be presented by the Treasurer.

5. Nominating Committee for election of new Board of Directors

- 5.1 An Election General Meeting (EGM) will take place at the end of the Club's season, prior to the end of the Club's fiscal year, which would mean prior to July 31st. The purpose of this meeting is to elect a new Board of Directors.
- 5.2 The Board of Directors will appoint a Nominating Committee by June 15th of each year from the Board members of the Dollard Water Polo Club. The purpose of the Nominating Committee is to solicit volunteers to serve on the Board of Directors for the following year.
- 5.3 The Nominating Committee shall be composed of three (3) people of whom at least one (1) shall be the parent of a male player and one (1) of a female player and at least one (1) 16U player and one (1) U12 player.
- 5.4 The Nominating Committee will present the new proposed Board of Directors to the Secretary fourteen (14) days prior to the Election General Meeting. This slate will be included as part of the notice calling the Election General Meeting. The notice and the proposed slate will be sent by email to the members and will also be posted on the club's website.
- 5.5 Any additional nominations must be received in writing by the Secretary no later than forty-eight (48) hours prior to the EGM. Any nominations made by a third party must have the prior written approval of the person being nominated.

6. Fees

- 6.1 All fee structures for the Dollard Water Polo Club are to be established by the Executive Board in consultation with the A.A.D.D.O.
- 6.2 All costs associated with the LDP/LCQ and NCL leagues are non negotiable and non-refundable once teams have been registered with Waterpolo Canada and Waterpolo Quebec (in most cases, September 20th). In the event a player chooses to leave the club prior to November 15th, other paid fees will be taken into consideration on a case by case basis and possibly prorated depending on the date the written refund is requested.

7. Affiliations

- 7.1 The Board of Directors will affiliate the Dollard Water Polo Club to such regional, provincial, national or international associations as it deems in the Club's best interest.



8. Relationship of Dollard Water Polo Club and the AADD0

- 8.1 The Dollard Water Polo Club operates under the auspices of the AADD0.
- 8.2 The AADD0 considers the Dollard Water Polo Club to be a duly constituted group and, as an official part of its program, places at its disposal, according to its means, human and physical resources.
- 8.3 The AADD0 coordinates external relations which may have a financial or legal impact on the Dollard Water Polo Club, in consultation with the Board of Directors.
- 8.4 The Board of Directors assumes responsibility for the internal financing of the Club. Internal financing includes all monies from any sources that are intended for the sole use of the Dollard Water Polo Club.
- 8.5 Coaches of the Dollard Water Polo Club will be hired by the AADD0 on the recommendation of the Head Coach, in consultation with the Executive Board.
- 8.6 Should the Board of Directors wish to recommend that the Dollard Water Polo Club disassociate itself from the AADD0, it will call a General Meeting to explain its decision and have its decision ratified by the voting members.

The above noted Dollard Water Polo Club By-Laws are to replace the previous Dollard Water Polo By-Laws that were issued September 2013.

The decision to update these said By-Laws have been voted upon and approved by members of the 2019/2020 club season via email due to COVID-19.

Note: The By-Laws have been posted on the DDO Water Polo Site and retained in the Policy and Procedure Manual on this 15th of June, 2020.
