



**Toronto and District
Cricket Association**

CONSTITUTION

AMENDED: FEBRUARY 21, 2009



ARTICLE 1 – NAME:

The name of the Association shall be "The Toronto and District Cricket Association Incorporated" also known as T&DCA.

ARTICLE 2 – OBJECTIVES:

- a. To improve and promote the game of Cricket in the Greater Toronto Area (GTA) and nearby Municipalities.
- b. To promote the mutual interests of its Members.
- c. To institute and regulate fair competition in the game of cricket under its jurisdiction within the City of Toronto and nearby municipalities, and to arrange such representative matches that will serve to further the best interests of the game.

ARTICLE 3 – MEMBERSHIP:

- a. The membership shall consist of four classes, all of which, agree to conform with the Constitution and by-laws of the Association as enacted and amended from time to time, such classes to be known and constitute as herewith set forth:
 - i. Active Membership - consisting of bonafide cricket clubs actively playing competitive matches scheduled by the Association.
 - ii. Sustaining Membership – consisting of persons elected or appointed to such membership on the recommendation of the Board of Governors and who are desirous of furthering the best interests of the game and supporting the Association of its aims and objectives.
 - iii. Honorary Membership - consisting of persons elected to such membership by the Association on the recommendation of the Board of Governors in recognition of past good services to the Association or the game of cricket.
 - iv. Associate Membership - consisting of cricket clubs and auxiliary organizations, none of, which are actively engaging in the playing of competitive matches scheduled by the Association.
- b. New Clubs applying for membership in the Association shall submit their constitution, name of the club, list of players, and contact information of Executives. The new Club shall not have more than three (3) players who were registered with an existing Member Club in the T&DCA in the previous year.
- c. All above Members, active, sustaining, honorary and associate, must uphold this constitution and protect the best interests of T&DCA at all times.
- d. Applications for memberships under Article 3, sections (a) - (i.), (ii.), (iii.), (iv.) - shall be made in writing, accompanied by the appropriate fees, to the Board of Governors, by which each application shall be approved or disapproved as the case may be. Applications shall be required to furnish such information as the Board may direct.
- e. Honorary membership may be proposed by any member in writing to the Board of Governors, which shall deal with the same, as it deems fit. Applicants shall have the right of final and direct appeal to the Association or the Board of Governors.
- f. The fees for such memberships shall be determined by the Board of Governors.



ARTICLE 4 – ELECTION OF OFFICERS:

- a. The annual meeting of the Association shall elect each year a Board of Governors of twelve (12) members who have been nominated in writing by the President or Secretary of a club in active membership at least fifteen (15) days prior to the Annual General Meeting to the Secretary of the Association. The Board shall act for one (1) year, or until their successors are appointed. In the case of a tie vote, another ballot shall be held between those involved in the tie.
- b. Each active member club, who is in good financial standing, shall be limited to two (2) nominations for election to the Board of Governors.
- c. No more than Two (2) members from a bonafide Club would be allowed to serve on the Board of Governors concurrently.
- d. Each Year, the elected Board of Governors shall consist of a President, Vice-President, Correspondence Secretary, Recording Secretary, Treasurer, Scheduler, Statistician, Disciplinary Chairman, Junior Cricket Coordinator, Webmaster, Senior Cricket Coordinator and any other positions deemed necessary to achieve it's objectives.

ARTICLE 5 – TERM LIMITS AND RESTRICTIONS ON BOARD OF GOVERNORS

- a. The President, Vice President, Correspondence Secretary and the Treasurer of T&DCA are not allowed to hold positions concurrently in any other Cricket Leagues, Ontario or other provincial Cricketing organizations, and Cricket Canada or other federal Cricketing organizations including Maple Leaf Cricket Club (MLCC).
- b. All Board of Governors of T&DCA are prohibited from accepting any positions with any Cricket Leagues or Associations not affiliated to T&DCA. They also must seek prior approval from the Board of Governors before accepting any other voluntary positions with other cricketing organizations.
- c. No person shall serve the office of the Presidency for more than two (2) consecutive terms.

ARTICLE 6 – DUTIES OF OFFICERS

- a. The President shall preside at all meetings of the Association and of the Board of Governors. He/She shall exercise a general supervision over all the affairs of the Association and perform such other duties as may be assigned to him/her by the Board of Governors. In his/her absence or inability to act, the Vice- President shall perform his/her duties. In their absence on inability to act, a Chairman may be elected by vote of those present at each meeting of the Board of Governors or of the Association.
- b. The Recording Secretary shall keep an accurate record of the proceedings of all meetings of the Association and the Board of Governors. The Correspondence Secretary shall keep a complete record of the name and address, telephone number and email, of the Secretary of each member, club or organization and of sustaining



- and honorary members. He/She shall direct and keep a proper file of such notifications of meeting a may be required by the Constitution and By-laws. He/She shall receive all communications and conduct all correspondence, retaining copies of each in a proper file. He/She shall prepare the regular Annual Reports and perform such other duties as directed by the Board of Governors.
- c. The Treasurer shall keep an accurate record of all monies received and disbursed, and report on same as directed by the Board of Governors. He/She shall prepare each year a detailed statement of receipts and expenditures during the preceding year.
 - d. The Treasurer shall ensure that all documents relating to the ' Articles of Incorporation' of the Association are properly completed and filed annually with the appropriate government authorities. He/She shall also be responsible for the safe keeping of such documents of the Association.

ARTICLE 7 – BOARD OF GOVERNORS

- a. The Board of Governors shall meet from time to time, in person or via tele/video conference, as may be determined by the President or as agreed upon by the members thereof, except that during the playing season, such meetings shall be held at intervals on not more than five (5) weeks. Five (5) members of the Board shall form a quorum.
- b. Board of Governors shall each have one (1) vote on all matters at the Board of Governors meetings.
- c. The President shall have a casting vote only.
- d. Any member of the Board of Governors being absent for three (3) consecutive meetings shall cease to be a member of the Board of Governors, excepting where the member concerned had given notice to the Secretary, President, or Vice-President of the Association prior to the absence from the third meeting, stating that such absence was impending, and the reasons he should not be removed as a member of the Board of Governors.
- e. The Board of Governors shall have control of the funds and all trophies, with the safeguarding of the same, and the administration of the affairs of the Association. It shall submit to the Annual General Meeting a report of the past year's proceedings and a statement of receipts and expenditures during the preceding financial year with the certificate of the auditor thereon.
- f. In appointing/electing a Secretary, a Treasurer, or a Secretary-Treasurer, and such assistants as it may seem fit, the Board of Governors may pay or cause to be paid to any or all of them such honorarium or salary as must have been approved by the board.
- g. The Board of Governors may appoint committees to deal with such matters as may be assigned to them by the Board or President. All committees are required to report proceedings from time to time to the Board of Governors.
- h. A vacancy on the Board of Governors may be filled by the remaining members thereof or by them appointing a replacement for the un-expired term of office.
- i. The Board of Governors shall have full powers of managing and administering the affairs of the Association and, without restricting the generality of the foregoing, shall have:



- i. Emergency authority to suspend, or take such disciplinary action as it may deem fit against any member club or any individual member of such member club for contravening an article of the Constitution, any by-laws of the Association, any measure previously approved at a general meeting of the Association, or any rule infraction.
- ii. Such suspension or disciplinary action shall be valid only seven (7) days from its imposition, following which the matter shall be determined by a hearing of the Disciplinary Committee,
- iii. The President of the Association shall have the jurisdiction to act on behalf of the Board of Governors in exercising emergency authority under section (g.).
- iv. Prior to such disciplinary action the member involved or his/her club shall be given an opportunity to present a written or oral statement on his/her or its own behalf.
- v. All fees paid to the Association by a suspended, expelled, or otherwise disciplined member shall remain the undisputed property of the Association.

ARTICLE 8 – FINANCIAL ARRANGEMENTS:

- a. All deeds, contracts and agreements or other documents for the purpose of the Association shall be valid when signed by the President or (in the President's absence), Vice-President and Secretary or Treasurer.
- b. Cheques, drafts and others for payments or money may be drawn, made, accepted or endorsed on behalf of the Association by the President and Treasurer. In the prolonged absence from the jurisdiction or incapacitation of either, the Vice-President and /or the Correspondence Secretary may fulfill this task.
- c. Promissory notes or contractual agreements must be approved by the Board of Governors and signed by the Treasurer and the President.
- d. All funding/loan requests pertaining directly to T&DCA or indirectly through Maple Leaf Cricket Club (MLCC) must be approved by the Board of Governors.
- e. Any loaning or expense of T&DCA monies greater than Canadian Two Thousand Dollars (CDN \$2000.00) must be approved by the Board of Governors.
- f. Any amount in excess of +25% of any allocated budget amount or expense, greater than \$1,000.00, must be approved by the Board of Governors.
- g. Fiscal Year shall end on December 31st of each year.
- h. An auditor shall be appointed by the membership at the Annual General Meeting (AGM).

ARTICLE 9 – MEETINGS AND DELEGATES:

- a. At all general meetings, AGM, SAGM, Emergency meetings, of the Association each active member club in good standing may be represented by one or more delegates as follows:
 - i. Clubs playing in the senior divisions would have one (1) vote for each team in the senior division. This is applicable to Colts teams as well.



- ii. Clubs with junior teams would be entitled to one vote for each junior team to a maximum vote equal to the number of senior teams.
- iii. Clubs with only junior teams will have one (1) vote regardless of the number of junior teams.
- b. The appointment of delegates by members shall be evidenced by a certificate signed by the Secretary, or other duly authorized officer of the member club or organization on whose behalf the delegate is to act. No active member club will be allowed to vote by proxy at any Annual General Meeting (AGM) or Association Meeting.
- c. Only delegates duly certified under section (b.) shall have the right to vote at the election of members to the Board of Governors.
- d. Each member of the Board of Governors shall have the right to vote on all matters, except for the election of the Board of Governors, and shall have one (1) vote.
- e. The President shall have a casting vote only.
- f. A quorum shall consist of one-third representation of the active member clubs of the Association on the date of the meeting.

ARTICLE 10 – ASSOCIATION MEETINGS:

- a. There must be one AGM and a minimum of one Special Annual General Meeting (SAGM) to be held for the Association. The SAGM must be held before August 15th of each year.
- b. The Annual General Meeting (AGM) of the Association shall be held not later than January 31st of each year or as decided by the Board of Governors. Notice of such meeting together with a copy of the minutes of the last meeting and a copy of the current balance sheet, operating statement and proposed budget for the coming year, shall be mailed by regular or electronic mail to the last known address of each active, and associate member, fifteen (15) days in advance of such meeting to permit perusal thereof.
- c. Special general meetings of the Association may be called by the Board of Governors or upon the written request of one-third of the active membership in good standing. This request shall state the purpose of which the special general meeting is to be called. Such meeting shall be called not later than thirty (30) days from the receipt of the request.
- d. Notice of special general meetings shall be mailed, by regular or electronic mail, to the last known address of the Secretary of each active and associate member, not less than fifteen (15) days prior to the date of such meeting.
- e. The President of T&DCA has the power to call for any Emergency Meetings of the membership with adequate notice.



ARTICLE 11 – ORDER OF BUSINESS FOR AGM:

- a. The order of business at the Annual General Meeting of the Association shall be:
 - i. Registration of delegates
 - ii. Adoption of Minutes of preceding Annual General Meeting.
 - iii. Matters arising from the minutes.
 - iv. Written Reports.
 - v. Elections.
 - vi. New business.
 - vii. Adjournment

ARTICLE 12 – ADDRESSES OF MEMBERS:

The Secretary of the Association shall be notified, in writing or via completing the club profile (names of executives, contact details, addresses, etc.) at the Association's website, by each member of the name and address of its President and Secretary. All notices and communications shall be binding upon the member if sent electronically or mailed to the last known address of its President or Secretary.

ARTICLE 13 – RESIGNATIONS:

Any member may resign from the Association at any time, giving notice in writing to the effect of the Board of Governors, provided that the full indebtedness of the member to the Association has been discharged.

ARTICLE 14 – AMENDMENTS:

- a. An Article of this Constitution may be altered, amended or suspended by the consent of two thirds vote of the qualified ballots cast for the purpose. Such amendment must be proposed by an active member club in good standing or by the Board as a whole. Copies of the proposed amendment must be sent or mailed to the Secretary of the Association not later than December 1st. in the case of the Annual General Meeting or thirty (30) days prior in the case of a Special General Meeting.
- b. An Article of the by-laws of T&DCA may be altered, amended or suspended by the consent of two thirds vote of the Board of Governors. Once approved, all amendments pertaining to the by-laws shall be notified to the membership by regular or electronic mail within 7 days of the approval date. The implementation of these changes will take effect on the 8th day of the approval date.
- c. Notification of all proposed amendments to the Constitution shall be sent via electronically or mailed by the Secretary of the Association only to the Active members thereof mentioned in Article (3) at least fifteen (15) days prior to the meeting.
- d. Any such original amendment may be amended, (but only once), by a second amendment moved from the floor at the relevant meeting, provided said second amendment in the sole opinion of the Chairman only clarifies or does not materially change the original amendment.



ARTICLE 15 – INTERPRETATIONS OF CONSTITUTION AND BY-LAWS:

- a. The ruling of the majority of the Board of Governors present at any meetings of the Board of Governors shall be final as regards the interpretation of the Constitution and by-laws of the Association and of any rule and regulation in force for the time being.
- b. An “Active” or “Associate” member shall be interpreted to include all teams playing under one name or which are part of one association or organization.

ARTICLE 16 – REMOVAL OF A MEMBER CLUB:

The Association, by a majority of two thirds of its members present, at an Annual General Meeting or special general meeting, shall have the right to remove any member club from membership in the Association, provided this has been recommended by the Board of Governors.

ARTICLE 17 – REPRESENTATIVE DELEGATES ON BEHALF OF T&DCA

Any delegates, with or without voting rights, to represent T&DCA in any organizations or associations, must be approved by the Board of Governors. The delegates can be nominated from the active member clubs in good financial standing.

Adopted and PASSED by the General Membership on the 21st day of February 2009.

Mohammed R. Shaikh

PRESIDENT

Tapinder Singh

SECRETARY

Siva Sivaraj

CONSTITUTIONAL, LEGAL & MARKETING AFFAIRS