**WARRIORS BASKETBALL CLUB CONSTITUTION (Amended May 2024)**

**NAME**

The name of this Club shall be *Warriors Basketball Club*, hereinafter called "the

Club."

**PURPOSE**

The general purpose of the Club is to promote, foster, and develop the sport of

girls' basketball within the Westshore communities of Victoria, BC and their

surrounding areas. We aspire to enable our members to reach their full potential

in the sport by fostering a success-based approach to life of creating goals,

making commitments, and working hard to achieve those goals.

The specific purpose of the Club is to give Warriors in upper elementary school

grades, middle school grades, and junior secondary grades the basketball skills,

attitude, and work ethic that will allow them to play on their secondary school's

basketball team and to achieve success in the sport at that level.

Non-profit: The Club shall be operated without purpose of pecuniary gain to any

of its members, and any surplus of the Club shall be used solely for promoting

the purposes of the Club. No Director or Officer shall be remunerated for being

or acting as a Director or Officer; however, a Director or Officer may be

reimbursed for all expenses necessarily and reasonably incurred by him or her

while engaged in the affairs of the Club as approved by the Board.

**AFFILIATIONS**

The Club shall be affiliated with the Victoria and District Amateur Basketball

Association (VDABA) and is subject to the constitution, bylaws, rules and

regulations of that body.

The Club shall also be directly affiliated with Basketball BC, which is the

governing body for youth basketball in the province of British Columbia.

The Club may enter competitive events inside or outside of BC that are

sponsored by associations similar to the VDABA and Basketball BC.

**DISSOLUTION**

In the event of the winding up or dissolution of the Club, the assets and funds

that remain after the payment of all charges and expenses which are properly

incurred in winding up, shall be assigned and distributed to such organizations

as may be involved with the game of basketball, or to such other charitable

organizations as may be determined by the members of the Club at the time of

dissolution. This provision is unalterable.

**BYLAWS OF THE WARRIORS BASKETBALL CLUB**

**1. MEMBERSHIP**

**1.1 The Club shall be composed of the following three categories of**

**members.**

Active Current Members are parents (including step-parents or guardians)

of the girls who are currently players on a Warrior basketball team. Active

membership on any Warrior team covers any seasonal registration between the   
period of April 1 in a given year to March 31 of the following year.   
All Active Current Members are entitled to vote at an Annual General Meeting of the Club; however, the maximum votes that can be cast from each family is capped at two. Active Current Membership for parents ceases when their daughter leaves her

Warrior team.

Warrior coaches and assistant coaches are also Active Current Members

and are entitled to vote at any Annual General Meeting of the Club.

Coaches remain active members for as long as they are coaching a Warrior

team.

Active Alumni Members are parents (including step-parents or guardians)

who have remained active in the management of the Club even though

their daughter is no longer on a Warrior team. Alumni parents who have

been elected to the Board of Directors or who have been appointed as a

Member-at-Large are considered to be Active Alumni Members and are

entitled to vote at any meeting of the Club during the period in which they

are a Board member. They lose that right to vote, and their status as an

active member when they leave the Board.

Lifetime Members are people who have been recognized by the Board of

Directors for their outstanding contributions to the Club. Lifetime

Members are entitled to vote at any Annual General Meeting of the Club.

They may also choose to run for a position on the Board of Directors or

take an appointment to the Board. Their lifetime membership in the Club

ends on their death.

**1.2 Membership fees and dues.**

No members shall be assessed membership fees or annual dues specifically

for joining the Club. They will be asked to pay their share of the Club's

expenses, for example, in registering teams in Night League, providing

team uniforms, buying insurance, renting gyms and purchasing

equipment. However, there is no specific charge for joining the Club or for

remaining a member of the Club from one year to the next.

**1.3 Leaving the Club or transferring from one Warrior team to another.**

Team players may leave the Club at any time between March 1 and August

31 provided that they have paid all fees and charges that they may owe to

the Club.

A player wishing to leave her Warrior team during Night League's playing

season (September 1 to the end of February) might create significant

problems for her team. For this reason, we may ask the player, her family,

and her team coach to discuss her departure to determine if she could stay

on to the end of the season. If the player/family insists on leaving, she is

free to do so provided that the family has paid all fees and charges that

they may owe to the Club.

A player may request a transfer from one Warrior team to another Warrior

team during the off-season from March 1 to August 31. This request will be

considered in discussions with the player, family, and the coaches

involved. The best interests of the player will be considered highly, but it is

possible that a move might not be possible, for example if her joining

another team might give them impossibly high numbers. Requests for a

transfer will be more easily accommodated early in the off-season, as this

will give us time to find a replacement on the team the player wishes to

leave.

**1.4 Expulsion**

A member may be expelled by a special resolution of the Board of

Directors. Such expulsion must be for extreme reasons such as the

following:

• A player or coach may face expulsion if s/he receives a lifetime

ban from playing or coaching in the VDABA Night League.

• A coach may face expulsion for unacceptable conduct towards a

Warrior team or a player.

• A player may face expulsion for repeated instances of

unacceptable behaviour that is highly dangerous or highly

disruptive to other players either in practices or games.

• A Director may face expulsion for fiduciary misconduct.

**2. MEETINGS**

**2.1 General provisions.**

The Club shall hold regular meetings on dates and at such locations as

determined by the Executive. There may be five types of meetings: (1)

Annual General Meetings (AGM), (2) Special General Meetings (SGM), (3)

Director Meetings, (4) Executive Meetings, and (5) Committee Meetings.

No resolution proposed at any club meeting needs to be seconded, and the

Chair of that meeting may propose a resolution.

Each Active Current Member or Active Alumni Member present at a Club

meeting will be entitled to a vote. If two active parents from the same

family attend a Club meeting, each parent is entitled to one vote.

With the exception of the AGM, the Chair of a meeting may vote on all

resolutions. At the AGM, the Chair may vote only in the event of a tie.

Except for the elections of executive officers, voting by show of hands is

permissible unless the members present decide otherwise.

A simple majority (50% + 1) is all that is required for a resolution to pass.

No change or amendment shall be made in any part of the bylaws or of the

constitution except at the Annual General Meeting or at a Special General

Meeting of the Club.

Every member must uphold the constitution and comply with these

bylaws.

Voting by proxy is not permitted.

**2.2 Annual General Meeting (AGM).**

The first AGM of the Club must be held not more than fifteen months after

the date of incorporation, and subsequently an AGM must be held at least

once in every calendar year and not more than fifteen months after the

adjournment of the previous AGM.

Notice of Meeting: The secretary will give fourteen days written notice of

each AGM to all members of the Club entitled to attend such meetings. The

notice shall specify the place, day, and hour of the meeting.

Quorum: A quorum of eight members must be present for the AGM to

proceed. If at any time during an AGM there ceases to be a quorum

present, business then in progress shall be suspended until a quorum is

present or until the meeting is adjourned. If a quorum is not present within thirty minutes after the appointed starting time for an AGM, the AGM will stand adjourned to the same day in the next week and at the same time and place. If a quorum for that

adjourned AGM is not present within thirty minutes of the appointed start

time, the members present will constitute a quorum provided that at least

three members are present. Accidental omission to give notice of a meeting to, or the non-receipt of a notice by, any of the members entitled to receive notice does not invalidate proceedings at that meeting.

Order of AGM Business: Business brought to the AGM shall focus on

events in the year just completed (April 1 of previous year to March 31 of

the current year) and shall follow this order:

• Adoption of the agenda.

• President's report.

• Vice-President's report.

• Secretary's report.

• Treasurer's report which must include financial statements for the

year just completed. A draft of the budget for the current year may

be submitted.

• Club Manager's report.

• Head Coach's report.

• Webmaster’s report.

• Reports of committees, if any.

• Consideration of amendments to the Bylaws, if any.

• Elections.

• General business and new business.

• Adjournment.

**2.3 Special General Meeting (SGM)**

A Special General Meeting shall be convened by the President at the

request of a majority of the Board of Directors, or shall be convened by the

President at the request of a majority of the active membership of the Club.

Fourteen days notice must be given of any such Special General Meeting.

Such notice will follow the same procedures as for the Club's AGM.

Only the business set out in the notice of the SGM shall be dealt with at the

meeting, except with unanimous consent of the President and those

present.

Quorum requirements will be the same as for the AGM with the exception

that fifteen members must be present.

Voting rights will be the same as for the AGM.

A director may be removed from office by special resolution in a Special

General Meeting and another director may be elected, or appointed by

ordinary resolution, to serve during the balance of the term. The notice of

special resolution for expulsion must be accompanied by a brief statement

of the reasons for the proposed expulsion. The person who is the subject of

the proposed resolution for expulsion must be given an opportunity to be

heard at the general meeting before the special resolution is put to a vote.

**2.4 Board of Directors meetings.**

The Board of Directors consists of members elected annually at the Annual

General Meeting to conduct the business of the Warriors Basketball Club.

The Board of Directors shall meet whenever the President deems it

necessary, or if s/he is directed to do so by a majority of the Board of

Directors. In any case, the Board shall meet at least once every 4 months during its term in office.

At all meetings of the Board of Directors, three directors shall constitute a

quorum for transacting business.

**2.5 Executive meetings.**

The Executive of the Board may meet from time-to-time on the call of the

President. Any decisions made or actions taken at such meetings shall be

reported at the next Directors' Meeting. (See Clause 3.1 for the composition

of the Executive.)

**2.6 Committee meetings.**

The Board may delegate any, but not all, of its powers to committees and

shall, at all times, remain responsible for the actions of its committees.

Members of committees may meet and adjourn as they think proper.

There shall be two types of committees:

General committees may be formed to handle certain general business of

the Club. This type of committee is formed by the Board and reports back

to the Board. General committees shall consist of at least one Director

appointed by the President and such additional members as the Board

wishes to appoint.

Personnel committees may be formed to handle disputes involving players,

parents, and/or coaches. Personnel committees shall consist of at least one

Director, one Coach who is not directly involved in the dispute under

examination, and such additional members as the President wishes to

appoint. This type of committee is formed by the President and reports

back to the President who then communicates the findings of the

committee to the people involved. These committees operate under

confidentiality restrictions. There is to be no open conversation about what

the committee met about, or discussed, or found in its deliberations.

These Personnel committees serve as the vehicle by which parents, players,

or coaches may ask the Executive to address personnel issues which have

not been resolvable by traditional means. A complainant will bring the

issue to the President who will then structure a Personnel Committee that

will hear the issue and make a decision as to its resolution. The decision of

that committee is final and is not appealable.

Committees may regulate their meetings (e.g., location, starting time,

agenda, adjournment time) as they see fit.

The quorum for the transaction of business at meetings of committees shall

be a majority of members of that committee.

**3. THE BOARD OF DIRECTORS**

The business of the Club shall be conducted by a Board of Directors

consisting of Executive Officers and Members-at-Large.

**3.1 Executive Officers** are elected at the Club's Annual General Meeting

and will serve on the Board in that capacity until the next Annual General

Meeting is held. Elections shall be by secret ballot at the AGM unless the

position is filled by acclamation. Executive Officers may serve on the board

for as many years as they continue to be elected to do so. Alumni members

are entitled to run for positions on the Executive and, if they are elected,

they becoming voting members of the Club for as long as they serve on the

Executive.

Executive Officers will consist of: (1) President, (2) Secretary, (3) Treasurer,

(4) Vice-President, (5) Club Manager/Head Coach, (6) Webmaster.

In the event that the duties of the Club Manager/Head Coach are split into two positions filled by different people, both of those positions will serve on the Executive and both of

those positions will have full voting rights, and in the event that the duties of the two executive roles are to filled by one person, only one vote will be held by this person.

Elections shall be held in this order: President, Secretary, Treasurer, Vice-

President, Club Manager and Head Coach. These last two offices may be filled by the same person who will hold only one vote at Board meetings. If necessary, the duties of the Secretary and Treasurer may be filled by the same person who will hold

only one vote at Board meetings.

In the event that a member is willing to stand for election to a position on

the executive, but is unable to attend the AGM, the member may let

his/her name stand by proxy. While some executive positions may go unfilled in any particular year, the positions of President, Treasurer, Club Manager, and Head Coach must be filled for the Club to operate in that year. The Board may appoint an Active Current Member or an Active Alumni Member to a position of an Executive Officer to fill any vacancy created by a current executive officer resigning before his/her term of office is completed. An executive officer so appointed fills the vacancy until the

next AGM.

**3.2 Members-at-Large** are appointed by the Executive to the Board of

Directors to provide representation for specific Warrior groups. Such

appointments may be drawn from Active Current Members or from

Alumni. If an Alumni Member is appointed to the Board, s/he will become

an Active Alumni Member and will hold voting privileges for the duration

of that appointment.

The Executive may appoint the following:

• One Member-at-Large to represent the coaching staff. A member

of the coaching staff shall fill this position.

• Up to one Member-at-Large for each of the Warrior teams active

that year. A Member-at-Large may be appointed to represent the

needs of a specific team and serve as liaison to it, but does not

have to have a daughter playing on that team in order to represent

it.

Members-at-Large attend Board of Director meetings and have full voting

rights at those meetings. Appointments to be a Member-at-Large expire at

the end of a playing season (March 31). A Member-at-Large may continue

to serve on the Board of Directors from one season to the next, but the

appointment must be renewed at each AGM by the President. Some

Member-at-Large positions may or may not be filled in any year

depending on the willingness of a member to assume the duty.

**4. DUTIES OF THE EXECUTIVE OFFICERS OF THE BOARD OF**

**DIRECTORS**

**4.1 Duties of the President include but are not restricted to the following:**

• To preside over all meetings of the Board and the AGM. The President

will use Robert's Rules of Order as guidance.

• To prepare the agenda for such meetings.

• To be a signing officer for the Club's finances.

• To ensure coaches complete criminal record checks.

• To collect registration forms from new Warriors and parents.

• To represent Warriors Basketball at Night League meetings.

• To be the spokesperson of the Club in dealing with other organizations

or entities, such as submitting official documents to government agencies

and representing the Club in public functions. The President may

delegate this responsibility to another director, as necessary.

**4.2 Duties of the Secretary include but are not restricted to the following:**

• To notify the appropriate members of upcoming meetings/events at least

two weeks prior to the meeting/event.

• To record and maintain meeting minutes.

• To conduct the correspondence of the Club.

• To distribute minutes to members at an appropriate time.

• To maintain all current and historical records/documents for the Club,

keep them in safe custody, and provide documents when required by the

Society Act.

• With the help of the Club Manager, to develop an annual register of the

Club's active players that includes the member's full name, the name of

her parents, residential address, and contact information (telephone &

email). Also, to develop e-mail mailing lists to facilitate contact with the

full membership, as well as with parents of individual teams.

**4.3 Duties of the Treasurer include but are not restricted to the following:**

• To ensure that the Club has at least one account at a chartered bank,

credit union or trust company and to transact all banking business.

• To keep such financial records as are necessary to comply with the BC

Society Act.

• To provide financial statements to the Board of Directors, as required.

• To be a signing officer for the Club.

• To pay approved invoices submitted to the Club.

• To collect and record such fees as are required from the membership, for

example for uniforms or for registration in Night League.

• To collect and record any monies received from fund raising efforts,

sponsorships, or government benevolence.

• To issue tax receipts to members in a timely fashion.

• To prepare an operating budget for the upcoming season for the Board's

approval.

• To prepare such budget statements as are necessary for the Club to

request funds from the government or other entities.

• To prepare and submit gaming applications and reports with related

documentation as required

**4.4 Duties of the Vice-President include but are not restricted to the**

**following:**

• To assist the President.

• In the absence of the President, to take on the President's duties until the

President returns to the position or a new President is elected/acclaimed.

-Purchaser for the club (Balls)

**4.5 Duties of the Club Manager include but are not restricted to the**

**following:**

• To register teams with the VDABA and, as well, to work closely with

VDABA executives in the promotion of that organization, as possible.

• To order team apparel, player basketballs, as well as coaching

supplies/equipment.

• To determine team practice nights in consultation with coaching staff

and to book practice gyms for all teams.

• To solicit parent volunteers who are willing to act as score table officials

at Night League games. The Club Manager will also give new officials

background information on those duties, and s/he will schedule

volunteers into the season's games.(Head coach)

• To consult with coaches and to find replacement gyms, as possible, when

a practice night is cancelled by the local school.

• To work closely with the Treasurer in determining and collecting fees

from parents for club costs (e.g., team apparel, VDABA team

registrations, gym rentals, equipment purchases, outside tournament

fees).

• With the help of the secretary, to develop an annual register of the Club's

active players that includes the member's full name, the name of her

parents, residential address, and contact information (telephone & email)

Also, to develop e-mail mailing lists to facilitate contact with the full

membership, as well as with parents of individual teams.

• To write and email newsletters to players and parents about upcoming

games and practices. Newsletters should also provide information on

game results during the season and this information should be collected

in cooperation with the appropriate coaches.(Coaches)

• To advertise club activities that are open to basketball enthusiasts who

are not members of the club at the present time and who wish to

participate at a token cost.

The Club Manager will liaise closely with the Treasurer, the Secretary, the

Head Coach, and the coaching staff in the fulfillment of his/her duties. As

noted earlier, the Head Coach and Club Manager duties may be combined

into one position.

**4.6 Duties of the Head Coach include but are not restricted to the**

**following:**

• To recruit new players and new coaches to the program.

• To assign girls to teams or re-assign girls to other teams as the need

arises. Such assignments will be determined in consultation with the

coach or coaches involved.

• To conduct program evaluation and goal setting meetings within the

coaching staff.

• To promote and organize Warrior team attendance at basketball events

outside the VDABA as appropriate for the team involved.

• To promote the value of advanced training opportunities with coaches,

players and parents, as appropriate. (Examples: Regional team tryouts,

elite training camps)

• To manage the player selection process for traveling teams when such a

process is required. This process will offer prospective players a fair

opportunity to show their capabilities. At least two Club coaches will be

involved in the selection of the team – the Head Coach may be one of

those coaches. Where girls from two different age groups are being

considered for a single traveling team, each coach of that age group will

be involved in the selection process. The Head Coach will announce the

team's players and will communicate with the players who were not

selected, and their parents, as to the reasons why this was the case.

• To serve as the Club's first contact for parents/players who are unhappy

and have not been able to resolve their issue through discussions with

their daughter's coach or who are reluctant to discuss it at that level.

The Head Coach will liaise closely with the Club Manager and all of the

Club's coaches in the fulfillment of his/her duties. As noted earlier, the

Head Coach and Club Manager duties may be combined into one position.

**4.7 Duties of the Webmaster/Social Media include but are not restricted to the following:**

• Create/maintain the club website, Facebook page and any other social media that the club executive deems necessary.

• Club information posted on website blog.

• Collaborate with the club executive to communicate information to the membership.

• In charge of club marketing, including advertising for fundraising and special events and recruitment.

**5. OPERATING PRINCIPLES**

**5.1 The principle of equal playing time.**

The Club subscribes to, and attempts to meet Basketball BC's principle of

equal playing time for all players. As articulated by the governing body for

youth basketball in BC, youth players should have equal playing time in

the first three quarters of a game. In the last quarter of the game, the coach

will be allowed to place line-ups on the floor and substitute players as s/he

wishes.

In spite of our best efforts to meet Basketball BC's goals, certain

fundamental factors in how games are played in Night League can affect

how successful the Club can be in meeting this principle. The Club website

will describe these situations and how the Club will respond to them.

**5.2 The principle of exposure to equal skill sets.**

The Club's coaches will give all players on a team exposure to the same set

of instruction in basic skills, regardless of what position they might end up

playing, and regardless of size, height, agility, or other physical

characteristics. All players will receive instruction and practice in ball

handling adroitness, dribbling with either hand, driving towards the

basket, lay-ups on both sides of the floor, and other basic skill sets. Some

players may become better at certain skills than others, some may use the

basic skills differently than others, but the Club's instructional program

will ensure that all girls will be expected to gain a certain comfort level

with all basic skills. This principle is espoused so that girls who leave the Club and enter one of the area's secondary school will have the skill set to play in more than one

position on that team This will give her better chances of making the

secondary school team and of contributing meaningfully to the team. This

principle will be described more fully in the Club's website.

If numbers permit the grade 8 and 9 teams will be divided into a tier 1 and tier 2 team. This will be determined by tryouts in April. If these age groups have too many players, players may be cut in the grade 8 or 9 season.

All new teams as of April 2020 will be Warriors until the end of grade 8*.*

**5.3 The principle of cross age integration.**

Where possible, the Club will offer practice times and venues so that girls

will have the opportunity to play against and practice with older, bigger,

faster, and better Warriors. The Club will offer Warriors the opportunity to

challenge themselves in this manner, especially during the summer, when

girls can come to any practice morning they wish. But, the Club will also

make it possible for younger girls to "go up" to an older girls' practice

during other times in the season too. The Club will also make it possible for

older girls to attend practices with the younger girls, for example, if they

need additional practice in a skill set. This principle will be described more

fully in the Club's website.

**5.4 The principle of year-long practices.**

Where possible, the Club will offer practices to players outside of the

regular basketball season. This may take the form of Spring Ball (April and

May) and Summer Ball (July and August). These practices should be

interspersed between ample periods of non-practices so that players will

remain motivated and committed to basketball.

These extended practices give players the time and opportunity to improve

their individual and team skills. They are also in keeping with the Club's

stated purpose of fostering a success-based approach to life of creating

goals, making commitments, and working hard as they strive to reach their

goals. As much as possible, the Club will accommodate those girls who

have other commitments during these off-season practices. For their part,

these players will still strive to meet their commitment to practice by

attending practices with other age-level Warrior teams if this is needed.

This principle will be described more fully in the Club's website.

**6. CODES OF CONDUCT AND COMMITMENTS**

**6.1 Codes of conduct for coaches, players and parents at Club functions.**

The Club subscribes to, and supports, the code of conduct that the VDABA

requires all players and parents to sign before they can register to play in

Night League. This code of conduct is on the VDABA website.

The Club subscribes to, and supports, the VDABA's Coaching Code of

Ethics as regards to the coach's integrity, competence, athlete's best

interest, respect for the rules, respect for officials, responsibility to other

coaches and personal conduct. This Code of Ethics is on the VDABA

website.

**6.2 Player's Commitments to the Club.**

Before joining the club, players are expected to make commitments to

attend practices throughout the year. During games and practices, players

commit to working hard, listening to coaches during instruction, playing as

a team member, and exhibiting good sportsmanship at all times.

These commitments will be posted in full on the Club's website.

**6.3 Coach's Commitments to Club Members.**

Coaches makes commitments to emphasizing individual and team skill

development, giving girls equal playing time as much as possible, giving

players positive feedback and constructive suggestions for improvement,

creating offensive and defensive strategies so that all players can contribute

to team success, recognizing that girls may have multiple interests at this

point in their lives and trying to accommodate those multiple interests as

much as possible. These commitments will be posted in full on the Club's website.

**7. FINANCES**

**7.1 General provisions**

The signing officers of the Club shall be any two of the President,

Treasurer, and one other Director as may be authorized by resolution of

the Directors.

The fiscal year for the Club shall be April 1 to March 31.

The executive has the right to adjust an approved budget so long as the

budget does not go into deficit.

**7.2 Borrowing.**

In order to carry out the purposes of the society the directors may, on

behalf of and in the name of the society, raise or secure the payment or

repayment of money in the manner they decide, and, in particular but

without limiting that power, by the issue of debentures.

A debenture must not be issued without the authorization of a special

resolution.

The members may, by special resolution, restrict the borrowing powers of

the directors, but a restriction imposed expires at the next annual general

meeting.

**7.3 Auditors.**

The Club's financial records shall be audited annually before each AGM by

a Director other than the Treasurer, or by an outside source.