



## CONSTITUTION AND BYLAWS

### OPERATING POLICY

2017

Revised October 2002

Revised October 2004

Revised November 2005 2006 2007 2008 2009 2010 2011

Revised November 2012 2013 2014 2015 2016

(leave blank)

## **Constitution**

- (1) The name of the Commission is the LOWER MAINLAND MINOR LACROSSE COMMISSION.
- (2) The objects of the Commission are:
  - (a) To foster and promote the game of lacrosse, subject to the rules and regulations of the British Columbia Lacrosse Association.
  - (b) To organize and administer league and play-off competitions for the teams of its Member Associations.
- (3) The Commission shall be carried on without purpose of gain for its Members and any profits or other accretions to the Commission shall be used for promoting its objects.
- (4) In the event that the Commission should at any time be wound up or dissolved, the remaining assets after payment of all debts and liabilities shall be turned over to an organization in the Province of British Columbia promoting the same objects of this Commission.

## **Bylaws**

### **Article I - Memberships**

- I-1 The members of the Commission are the subscribers of the Constitution and Bylaws.
- I-2 Members of the Commission shall consist of the following:
- (a) Executive as elected under Bylaw No. V.
  - (b) Minor Lacrosse Associations who are members of the British Columbia Lacrosse Association, who are geographically situated in the area generally referred to as the Lower Mainland, and who have teams entered in the Commission competition.
  - (c) League Commissioners as appointed by the Executive.
  - (d) Female Director

### **Article II –LMMLC Regular Meetings**

- II-1 At regular league meeting each Executive Member shall be entitled to one (1) vote. Each Member Association shall be entitled to two (2) votes. Each Member Association will advise the Commission Secretary of the two members of the Association who shall receive the meeting minutes.
- II-2 In order to ensure accurate communications minutes of all LMMLC meetings will be posted on the LMMLC website within 7 days and said minutes are to be read at their next Association executive meetings.
- II-3 Four (4) members present shall constitute a quorum at any Executive Committee meeting of the Commission.
- II-4 In order to allow proper preparation of all Member Associations, Regular Monthly Meeting Agenda's will be e-mailed to LMMLC Member Association Presidents a minimum of 24 hours prior to said Regular Monthly Meeting.
- II-5
- (i) Any Association missing a regularly scheduled monthly Lower Mainland Minor Lacrosse Commission meeting will be fined \$50. This fine will be increased by \$30 increments for each meeting that is missed in a fiscal year. No Association is to be excused from more than two monthly meetings in a year (October to September). Associations electing to excuse themselves more than twice in a year, will be subject to the applicable fines.
  - (ii) Any Association missing the March declaration meeting will be subject to a \$250 fine.

- (iii) Any Association missing the meeting, where the BCLA AGM proposed changes are discussed, will be fined \$100.
- (iv) Any Association not covering their entire voting delegate to the BCLA AGM Minor Operating Policy Meeting (generally held on the Saturday of the BCLA AGM) will be subject to a \$500 fine.
- (v) Any Association not covering their entire voting delegate to the BCLA AGM General Session meeting (generally held on Saturday of the BCLA AGM) will be subjected to a \$250 fine.
- (vi) Any Association to knowingly accept a registration (defined as entered into the BCLA database) for a player not yet released (meaning request is still under review by the LMMLC Executive) or not properly released (see D-1 for correct process) from their home association, shall be subject to a \$500 fine per player.
- (vii) Fines(s) must be paid to the Treasurer of the Lower Mainland Minor Lacrosse Commission by the next scheduled meeting of the next Lower Mainland Minor Lacrosse Commission. Should an Association fail to forward payment to the Treasurer of the LMMLC by the next scheduled meeting, that Association will cease to be a member in good standing with the LMMLC.

### **Article III - LMMLC Annual General Meetings**

- III-1 The Annual General Meeting of the Commission shall be held no later than the end of November of each year.
- III-2 At any Annual General Meeting (AGM), or Special Meeting each Executive Member shall be entitled to one (1) vote. Each Member Association shall be entitled to two (2) votes.
- III-3 Other meetings of the members, whether general or special, may be convened by order of the Executive at any time.
- III-4 Twelve (12) member associations present shall constitute a quorum at any meeting, general or special, of the Commission.
- III-5 Any Association that has ceased to be a member in good standing with the LMMLC shall have their voting privileges revoked for all general meetings and the Annual General Meeting until fines are paid. Also, their teams could be removed from league play and playoffs.
- III-6 Changes to the Constitution and Bylaws of the Commission can be made by motion at the Annual General Meeting or Special Meeting of the Commission. Notice of motion shall be in writing to the Secretary thirty (30) days prior to the Annual General Meeting and shall be distributed to members' twenty-one (21) days prior to the Annual General Meeting or Special Meeting.

- III-7 Anyone wishing to nominate someone for a position on the LMMLC executive as set out under Article V – The Executive, must send nominee’s name to the Chair and Secretary of the LMMLC thirty-five (35) days prior to the Annual General Meeting, so it can be added to the distribution of the annual General Meeting to all members. No nominations from the floor will be allowed.

#### **Article IV - Affiliation and Fees**

- IV-1 The Commission shall affiliate and work with the British Columbia Lacrosse Association.
- IV-2 Member Associations shall pay entry fees for each team including “in-house teams” as determined by the Commission to cover operating expenses of the Commission. Amount to be announce at LMMLC AGM
- IV-3 Each Member Association shall designate at least one of their members as a “Commissioner Volunteer” by February 1<sup>st</sup> of each fiscal year. The LMMLC Executive may change the duties of these volunteers as necessary through the year.
- IV-4 Each Member Association which does not supply a “Commissioner Volunteer” by February 1<sup>st</sup> of each fiscal year shall be fined \$500. If the Member Association does supply a “Commissioner Volunteer” by March 1<sup>st</sup> the said Member Association will receive a refund of \$175. If a commissioner volunteer, refuses the position or has to be removed the home association would be fined \$250. LMMLC commissioners will be appointed by the LMMLC Executive from names supplied by the Members Associations or from names submitted to the Executive prior to March 1<sup>st</sup>.

#### **Article V - The Executive**

- V-1 The affairs of the Commission shall be managed by an Executive Committee that shall consist of the following:
- (a) The presently elected members as set out in IV-2.
- V-2 The Elected Members of the Executive shall be elected at the Annual General Meeting and shall consist of the following:
- (a) Chairperson - for a two year term on even years
  - (b) Vice-Chairperson - for a two year team on uneven years
  - (c) Secretary - for a two year term on uneven years
  - (d) Treasurer - for a two year term on even years
  - (e) Female Director – for a two year term on even years
  - (f) Zone Directors - one for each Zone (3, 4, 5) for a two-year term as follows:  
Zones 3 and 5 in uneven years and Zone 4 in even years

The past Chairperson may remain on the Executive for a one year period with full voting rights to assist the new Chairperson in their new role.

If an elected member of the Executive fails to attend more than two regularly scheduled meetings of the Lower Mainland Minor Lacrosse Commission during the year of their term of office, then that position may become vacant and the remaining members of the Executive may appoint a replacement to fill the vacancy until the next annual meeting. If more than a year remains in the term, an election shall take place at the next annual meeting to elect a replacement to the end of the position's term.

V-3 The Executive Committee may administer the affairs of the Commission in all things and make or cause to be made for the Commission in its name, any kind of contract which the commission may lawfully enter into and save as hereinafter provided, generally, may exercise all such powers and all such other acts and things as the Commission is by its Constitution or otherwise authorized to exercise or do.

V-4 The Executive Committee shall have the authority to appoint persons to fill Executive positions that become vacant during the operating year.

V-5 (a) The Operations Committee shall consist of the Executive Committee and the League Commissioners appointed by the Executive Committee.

(b) The Operations Committee will be responsible for team movement when required and other aspects of league play within the Commission.

V-6 **OFFICERS AND DUTIES**

(a) Elected Positions

(i) CHAIRPERSON (or "Chair")

The commission Chairperson shall be elected at the AGM by majority vote of the members present. The Chair will administer the commission as per the Operating Policy of the commission, and of the BC Lacrosse Association. He/she will chair all meetings of the commission and will have the vote only to break a tie. He/she will represent the commission at all Minor Directorate meetings, and shall carry the commission votes.

(ii) VICE CHAIR

The Vice Chair shall take over the duties of the Chair in his/her absence.

(iii) SECRETARY

The Secretary will be responsible for recording and keeping minutes of all meetings, keeping records of all correspondence. He/she will assist the Chair in the distribution of said correspondence to all member clubs. Minutes of all meetings of the LMMLC, including Executive minutes, must be taken and kept by the Secretary of the LMMLC.

- (iv) TREASURER  
The Treasurer will keep records of all financial matters pertaining to the commission. He/she will present financial statements at the AGM.
- (b) Female Director
  - (i) Responsible to the LMMLC Chair & BCLA Female Box Chair.
  - (ii) To oversee all aspects of female box lacrosse in the LMMLC.
  - (iii) To act as commissioner when no commissioner is available.
  - (v) To be given a vote on the LMMLC.
  - (vi) To be given a one-year term.
  - (vii) To be part of development/promotion.
- (c) Zone Directors – one for each Zone (3, 4, 5)
  - (i) Attends Commission meetings.
  - (ii) Is a voting member of the Minor Directorate and attends their meetings.
  - (iii) Main communication link between Minor Directorate and Commissions.
  - (iv) Maintain good communication between Associations and the Commission.
  - (v) Monthly contact with Association Presidents in their Zone.
  - (vi) An ad hoc member of every Association in their Zone.
  - (vii) Ensure they work for all Associations in their Zone.
  - (viii) Ensure all Associations in their Zone are familiar with the Bylaws and Constitution along with the Operating Policy of the BCLA and the Minor Directorate.
  - (ix) Provide guidance on Constitution and Bylaws and the Operating Policies of the BCLA and Minor Directorate to Associations in their Zone.
  - (x) Work with Associations in their Zone on the nomination of Zone Lacrosse Player of the Year.
  - (xi) Set up trials for Summer Games and assist in selecting coaches and players.
  - (xii) Ensures all forms are sent out and returned within the correct time lines to allow teams to qualify for Summer Games.
  - (xiii) Assists all participants in maintaining a good calibre and standard of the game.
  - (xiv) Serve as an agent of the Minor Directorate, and as such, carries out its mandate.
  - (xv) Responsible to liaise with the BCLA Technical Director and the BCLCA Zone coordinator to ensure that all Association Presidents, Coaching Coordinators and League Commissioners are advised of the names of all suspended coaches who fail to meet the minimum standards of the Form 100B as of the deadline of May 1.



(d) Zone Representatives

As they have a vote at the Minor Directorate and attend their meetings. If they cannot attend any Minor Directorate meeting, they must contact the LMMLC Chair for he/she to find a replacement to attend the meeting, four (4) days prior to the meeting.

If they do not do this and do not show for two (2) Minor Directorate meetings or LMMLC meetings, the LMMLC Executive can release them of their position.

**VI - Travel Expenses**

VI-1 All members of the executive that are required to participate in the BCLA AGM should have out of pocket expenses paid to them not to exceed \$100.00 for travel expenses and \$50.00 for meals (not supplied by the BCLA).

VI-2 Executive members that are required to attend regular minor directorate meetings throughout the year, shall be paid an annual stipend of \$50 to offset travel costs.

Amended 1991, 1997, 1999, 2000, 2004, 2005, 2006, 2007, 2009, 2010, 2011, 2012, 2013, 2014, 2016

## Operating Policy

### Definitions

- Association a minor lacrosse association which is a member of the Lower Mainland Minor Lacrosse Commission
- BCLA the British Columbia Lacrosse Association
- CLA the Canadian Lacrosse Association
- LMMLC or Commission the Lower Mainland Minor Lacrosse Commission
- Minor Directorate the Minor Directorate of the BCLA

### Section A - Game Sheets

- A-1 Home teams shall ensure that approved game sheets are available to the timekeeper before the start of the game.
- A-2 The winning team shall be responsible for the original game sheets (white) to be faxed or scanned or e-mailed or electronically sent to the Commissioner within 24 hours and post-marked within 48 hours after the conclusion of the respective game. The goldenrod copy is for the losing team and the pink copy is for the winning team. All original game sheets are still to be mailed to Commissioners.
- A-3 It is imperative that Commissioners receive game sheets on time. Failure to do this will result in the game points not being recorded. Game sheets NOT in the hands of the Commissioners, within 7 days after the conclusion of the game WILL NOT COUNT. The team will lose the points and could be eliminated from Provincial play. A simple phone call will assist in ensuring the Commissioner is aware the games have been played but in no way takes the place of the game sheets.
- A-4 The game sheet is to be clearly and completely filled out prior to the game. The referee shall check the game sheet prior to the start of each game.
- A-5 All players whose name appears on the game sheet shall be in uniform and present on the team bench, except in the case of a suspended player or coach. The suspended player or coach's name must appear in the game sheet notes clearly indicating that a suspension is being served (i.e. serving suspension game #1 of 3). Registered team players arriving late can be added to the game sheet on arrival and take their position with the team. Players known to be absent should not be shown on the game sheet. All call up players must be clearly entered onto the game sheet, name and level called up from.
- A-6 All call-up players must be clearly entered onto the game sheet, at the bottom of the team roster. Players being called up must be written in the game notes. One game call-up

sheets must be used for all call-up players. The one game call-up sheets must be with the game sheet prior to the start of the game, and stay with the game sheet. The winning team is responsible to send in all call-up sheets. along with the game sheet, to its Commissioner.

A-7 Team officials, bench officials, and referees shall print their name on the score sheet, as well as sign the score sheet.

A-8 Score sheets must record all penalties properly.

A-9 Points will be awarded for league games played as follows:

2 points – win

1 point – tie

0 points – loss

An additional one point will be awarded to each team that has 10 or less penalty minutes in a league game (win/tie/loss). These additional points do not count towards league standings. The LMMLC will present a Fair Play award to the team with the most bonus points in each league (Novice and up). In the event of a tie in points, the award will go to the team with the fewest total penalty minutes in league games.

## **Section B - Officials**

B-1 Home teams shall ensure that the following competent bench officials are present prior to the start of the game:

(1) Scorekeeper

(2) Timekeeper

(3) Penalty timekeeper, if applicable

(4) 30 second timekeeper, if applicable, Novice and up should be a certified official

(5) Penalty box custodians, if applicable

(6) Announcer, if applicable

The referee has the authority to ask for a replacement of a bench official should he consider any bench official incompetent. No other people, except the duly appointed bench officials, shall be allowed in the bench officials' boxes.

B-2 The home team's Head Referee and/or Referee Allocator shall appoint two properly carded referees for regular league play. As well as a certified ref for the 30 second clock:

a) For divisions tyke and above (including tyke and up in the Female divisions) the game cannot be played unless a second referee can be appointed and both teams must be in agreement. The game sheet must be signed by the coach of each of the teams clearly indicating that they are in full agreement. If either team is not

in agreement or a second referee cannot be found then the game should be rescheduled by the home team.

- b) A second official is not required for the Mini-Tyke division but may be used at the Home Associations' discretion.

B-3 If after fifteen (15) minutes from the appointed game time, neither team has appeared on the floor, the referee shall declare the game "no contest" and forward a report to the Head Referee and/or Referee Allocator, who will inform their president who should the appropriate Commissioner and league chair. Should one team appear on the floor within fifteen (15) minutes with a minimum number of players and the other team does not, then the team present shall be awarded the game, (upon Commissioners investigation the points will be awarded). No individual player points will be awarded.

### **Section C - Game Requirements**

C-1 The home team will be responsible for providing CLA approved balls in a sufficient number to play the game. The minimum number of game balls present is to be three (3). Balls must be clean. The referee has the authority to reject balls which are not CLA approved or not of an acceptable condition.

C-2 In case of sweater conflict, the home team is required to change to a sweater colour or bib to the satisfaction of the referee.

C-3 No overtime shall be played during regular season play.

C-4 Overtime in LMMLC playoff games will be as per the overtime rules for BCLA playoff games.

C-5 All games must end on time so that the next scheduled game in the facility is not delayed. The Referees shall shorten the length of the third period as required so that the game finishes on time.

C-6 No home game time shall start before 6:00pm during the week, without approval by both participating teams and without notifying the Commissioner.

C-7 No home game time shall start after 9:00pm without approval by both participating teams and without notifying the commissioner.

C-8 For games mutually cancelled by two teams involved, it is up to the home team to reschedule this game. The home team Head Referee and/or Referee Allocator and Commissioner must be informed of cancellation 48 hours prior to the scheduled time. The home team should offer at least 3 non-conflicting time slots for the rescheduled game, which the visiting team must pick 1. If teams can't agree to one of these times, then they should be contacting their Commissioner for this to be resolved.

- C-9 Any team requesting a reschedule due to being in a tournament, must do so 1 week prior (if possible) to original game date, if not their home association or team may be fined \$50.

## **Section D - Teams and Player Movement**

### **D-1 Residency Rule Guidelines & Penalties Guidelines**

- (1) All players must sign and play with the Association which administers lacrosse for the area in which that player lives. With the written permission of the player's Home Association, the local Commission may approve a move to an Association other than that in which the player lives.

Where a player has played the two previous consecutive seasons in one Association other than their Home Association, where there was a team available to play on, the player is considered grandfathered with that Association and has the option of signing with that Association as a grandfathered player or registering with their Home Association where the player currently resides. It is the responsibility of the registering Association to show proof of two consecutive years if required.

Failure to abide by this Regulation will result in the player being declared ineligible. Minor Directorate Disciplinary Rules will apply.

A player who is signed with an Association and moves to another area during the playing season must receive permission from the league Commissioner of their new area before being eligible to play with a team in their new area.

No player may sign with two Associations in any one year.

Where no team is available within the player's division, the player may play for another Association with written releases from his Home Association and after Commission approval for the current playing season only. This release may not be counted as a grandfathering year. A copy of the release must accompany the team registration form to the BCLA Registrar. The Commission will have the right to place the transferring player to the Association where the Commission feels it would be in the best interest of the league and then the player.

- (2) If a player can verify they have valid reason to not play with the Home Association, a written release from the Home Association must be received by the LMMLC. The Commission may place the player.
- (3) If the Home Association will not give the request, the player/parent may appeal with a letter to the LMMLC. The Commission will rule and place the player if needed.
- (4) The LMMLC decision can be appealed, with a letter to the Jurisdictional Committee of the Minor Directorate by the player/parent. As per Appendix A of the BCLA General Operating Policy (BCLA Appeals Process).

- (5) Registrars and all Association representatives, including coaches and managers, are to direct each player to the correct Home Associations.
  - (6) Any team found guilty of playing an ineligible player during a regularly scheduled game shall forfeit all games won during which an ineligible player was a participant. Should this occur in the play-offs, then only the games played in the playoffs will be awarded to the opposing team.
- D-2 All teams shall be composed of players as per Rule 14(A) of the CLA Rule Book. For LMMLC league and play-off games, the minimum number of players comprising a team shall be six (6), and the maximum number shall be twenty-two (22).
- D-3 All Associations wishing to enter teams in the LMMLC competition must declare their teams at the appropriate general meeting as per the Declaration Rules (see Policy D-4).
- D-4 In divisions Midget, Bantam, Peewee and Novice, teams in each Association must be tiered. In Midget, Bantam, Peewee and Novice teams will be established in A1, A2, B or C levels as per Policy D-4.

Participation at each level will be based on an Association's numbers.

<u>Number of teams</u>	<u>Team Declarations</u>
1 team	1-A1 or 1-A2 or 1-B
2 teams	1-A1 or 1-A2 and 1-B 1-A1 or 1-A2 and 1-C 1-A1 and 1-A2
3 teams	1-A1 and 1-A2 and 1-B 1-A1 and 1-A2 and 1-C 1-A1 and 2-B 1-A1 and 1-B and 1-C
4 teams	1-A1 and 1-A2 and 2-B 1-A1 and 1-A2 and 1-B and 1-C 2-A1 and 1-A2 and 1-B 2-A1 and 1-B and 1-C 1-A1 and 2-A2 and 1-B 1-A1 and 2-B and 1-C
5 teams	1-A1 and 1-A2 and 2-B and 1-C 1-A1 and 2-A2 and 2-B 2-A1 and 1-A2 and 2-B 2-A1 and 1-A2 and 1-B and 1-C 2-A1 and 2-A2 and 1-B 2-A1 and 2-A2 and 1-C 1-A1 and 1-A2 and 2-B and 1-C 1-A1 and 2-B and 2-C

6 teams	2-A1 and 1-A2 and 2-B and 1-C 2-A1 and 1-A2 and 1-B and 2-C 2-A1 and 2-B and 2-C 3-A1 and 1-A2 and 1-B and 1-C 3-A1 and 2-B and 1-C
7 teams	2-A1 and 2-A2 and 2-B and 1-C 2-A1 and 2-A2 and 1-B and 2-C 2-A1 and 1-A2 and 2-B and 2-C 3-A1 and 1-A2 and 2-B and 1-C 3-A1 and 1-A2 and 1-B and 2-C
8 teams	3-A1 and 2-A2 and 2-B and 1-C 3-A1 and 2-A2 and 1-B and 2-C 3-A1 and 1-A2 and 2-B and 2-C 2-A1 and 3-A2 and 2-B and 1-C 2-A1 and 2-A2 and 2-B and 2-C 2-A1 and 2-A2 and 3-B and 1-C
9 teams	3-A1 and 2-A2 and 2-B and 2-C 3-A1 and 1-A2 and 3-B and 2-C 2-A1 and 3-A2 and 2-B and 2-C 2-A1 and 3-A2 and 3-B and 1-C 2-A1 and 2-A2 and 3-B and 2-C 2-A1 and 2-A2 and 2-B and 3-C
10 teams	3-A1 and 3-A2 and 2-B and 2-C 3-A1 and 2-A2 and 3-B and 2-C 3-A1 and 2-A2 and 2-B and 3-C 2-A1 and 3-A2 and 3-B and 2-C 2-A1 and 3-A2 and 2-B and 3-C 2-A1 and 2-A2 and 3-B and 2-C 2-A1 and 2-A2 and 3-B and 2-C

Exceptions to this must be ruled on by the Commission prior to any teams being formed. Tyke and Mini-Tyke must not be tiered.

Teams and numbers of players in each division are declared as per above. Player numbers must not include any expected released players in total. A correct declaration is not to win the division but to play competitively and to have an enjoyable season. Declarations should be sent to Chair 5 days prior to declaration meeting so all declarations can be prepared and sent to all club reps prior to the declaration meeting in March. Failure to send declaration teams and number of players by the set date will result in clubs being fined \$100 every day they are late

Any Association declaring two (2) or more A1 teams in Midget, Bantam or Peewee must advise at the declaration meeting if all teams are balanced or unbalanced. Novice teams must be balanced.

The start of league play is to be determined at the AGM meeting.

Each team should play a minimum total of sixteen games in Peewee and higher levels and ten games minimum in the Novice and lower levels.

The first half season league play should finish by mid May. The exact date is to be determined at the Declaration meeting. Mini-Tyke and Tyke teams would be exempt from this season split. Each team from Novice and above will play a minimum of six scheduled league games by this date. There will be no rescheduling of any of these games into the second half of season play. All first half season games must be played within the time lines allowed.

Commissioners and the LMMLC Executive will meet (date, time, and location to be determined at the declaration meeting) to discuss any team movement. All score sheets and league standings must be on hand for the evaluation. The Commissioner will not have the final decision on any team movement. The decision to move any team will be made by a majority vote of all those in attendance. If for any reason a team wishes to move to a higher or lower level of league play, the request will be present at this meeting. If for any reason anyone in attendance has a vested interest in the outcome of any team movement, that person in conflict must leave the room until after the vote has been taken.

Any team which is moved to a different level of league play will receive an accumulative number of points equal to the average of the balance of the teams playing at that level. Teams who move within the same caliber and division which has been split into 2 levels will keep their points and not receive accumulative. (For example, if Bantam B is split into Blue and Green and a team moves from Blue to Green, they keep their points awarded when in blue.)

There will be no further movement of any team after May 31<sup>st</sup> of each playing year.

- D-5 Associations having two (2) or more teams in any division and calibre must balance all teams at the beginning of the each season with the exception of multiple A1 teams. Associations may declare unbalanced A1 teams with Commission approval. If at the meeting of the Commissioners and LMMLC Executive to discuss team movement it is found that an Association teams are unbalanced, that Association, at the discretion of the LMMLC Executive and Commissioners, may be fined \$500. Failure to pay the fine by next regularly scheduled meeting of the Commission will result in the Association being not in good standing in the Commission.
- D-6 Associations that have more than one team in any division and calibre must declare on their registration form different number to designate such teams. Once a player has been registered to play with one specific team no change to one of the other teams will be



tolerated unless approval for a change has been obtained in writing from the LMMLC Chair. Any offense under this clause will result in suspension of all teams involved.

- D-7 No player may practice or play for another Association until properly released by the LMMLC or the Minor Directorate or the BCLA Appeals Committee. The LMMLC rule on all transfers and requests for releases, and Appeals of LMMLC decisions are the responsibility of the Minor Directorate. Appeals on Minor Directorate decisions are the responsibility of the BCLA appeals committee.
- D-8 Complaints arising from teams or Associations during the season shall be in writing to the respective Commissioner within 48 hours of the incident with a copy of the protest letter sent to the Commission Chair.
- D-9 No player may play down in other than his own division of calibre. In exceptional circumstances, written application may be made to the LMMLC Chair to have a player play in other than his own category. The request must include that the Association and the player's parent or guardian understand that the player will not be eligible to participate in a provincial tournament when playing down in a lower division.
- D-10 Players are allowed, with the permission of their coach or manager to play up. No player who plays five (5) games up shall be eligible to return to his/her original team during that season. Any player appearing on a fifth game sheet, other than his/her original team must remain in the higher division but the Home Association will place the player on a team for the balance of the season.
- D-11
- (a) A player may play up one division or calibre higher than that in which he/she is registered on a game by game basis only with the approval of the coach or if unavailable, another team representative as defined by the Form 100, of the team the player is registered with.
  - (b) Any player who has played up a total of five or more league games, playoff games, sanctioned tournament games, or combination of, in any division or calibre higher than the one in which he/she is registered, must for the remainder of that year play for the higher division or calibre in which he/she played his/her fifth game. The Home Association will determine which team in that division that the player will play on if there is more than one team in the higher division or if the player has played across multiple levels in a tiered division.
  - (c) A player registered to an A team shall only be allowed to play on an A team of the division higher
  - (d) A player registered to a B team will be allowed to play up on an A, B or C team in the division higher. (For example, a Bantam B player may play on a Midget C team.) Teams will not be allowed more than two (2) of these players.

- (e) In extreme circumstances where an association may not have a B or C team to call from the team may ask permission from the TWO (2) League Commissioners for an A players from the division below to be called up prior to the game, both commissioners must discuss and be in agreement. The League Chair must be notified from the Commissioner of the team who requested the A player wither approved or denied and with rationale.
  - (f) Call-up sheets submitted with the game sheet to the commissioners must be signed in accordance with BCLA Operating Policy 4.07 by the coach or if unavailable another team representative. Call-up players still need to be written in the game sheet notes as well.
- D-12 No more than four (4) players may be brought up to any team in the same league, tournament or playdown game without the written permission of the League Commissioner before the game is played. Violation of this rule would see the coach suspended for playing an illegal player.
- Associations having more than one team in any calibre in the Novice division may not pull players from other teams in the same calibre for Novice tournaments unless the tournament is specifically designated as an “ALL-STAR” tournament.
- Any team in violation will be removed from the tournament and the coach suspended for a minimum of two (2) games.
- D-13 Associations wishing to re-assign a player to a lower calibre shall apply in writing to the LMMLC.
- D-14 No player may play three (3) or more games in one day during regular league play; excluding interlock play.
- D-15 For LMMLC playoffs, Regulation 12 of the BCLA Minor Directorate Operating Policy will be acceptable to any individual players as well as the whole team.
- D-16 For LMMLC playoffs, players are allowed, with the permission of their coach or manager, to play up one division (example A1 players to A1 teams only); or to play up in the same division with a higher calibre team, without having to establish eligibility by playing a set number of games prior to the play-offs. However, Policies D-11, D-12 and D-13 still apply.
- D-17 All team movement through tiering must be completed prior to May 31st of each playing year. Team Movement shall be resolved by a committee comprised of LMMLC Executive and Commissioners, and shall include informational opinions from the other coaches within the same league that the team declared in (for example, if a team declared A2, all other A2 coaches that the team played against in the ‘tiering round’ shall be asked their opinion whether the team in question is of that calibre). Teams shall be allowed 10 days to demonstrate player viability.

### **Section E - Playing Regulations**

- E-1 Any coach or manager who withdraws a team from the floor in any regular scheduled or play-off game will be subject to a review by the LMMLC.
- E-2 In cases where spectators interfere with players or officials so as to delay the process of, or affect the result of the game, the referee shall declare the game “no contest” and report immediately to his Head Referee and/or Referee Allocator who will report immediately to their President, for further investigation and to report the issue to the League Chair and Commissioner.
- E-3 All penalty time will be straight time and will commence when play resumes after the infraction has been called. Should the referee signal “Time Out”, the penalty time will stop as well as the game time.
- E-4 The game clock shall not be stopped during regular scheduled play unless ordered by the referee by calling “time Out”. The last five minutes of the 3<sup>rd</sup> period, in Novice, Peewee, Bantam and Midget divisions. This includes Novice and up for the Female divisions as well shall be “stop time” unless there is more than a five (5) goal spread.
- E-5 Saves made by the goaltender should be recorded on the game sheet as “shots on goal”.
- E-6 Goaltenders must wear approved mask, helmet and throat guard.
- E-7 All playing rules shall be as stated in the CLA Rule Book and as modified from time to time by the Minor Directorate.

### **Section F - Tournaments**

- F-1 All LMMLC sanctioned tournaments organizers must contact the LMMLC Chair or Head Commissioner as soon as they know their tournament has been sanctioned to have a commissioner assigned to their tournament. This commissioner is responsible for the tournament penalty sheet to be filled out as per the Minor Directorate, as well as for suspensions for the tournament.
- F-2 Tournaments Associations failing to request a commissioner for their tournament seven (7) days of prior to commencement of their tournament will be fined \$100.
- F-3 Associations failing to hand over the game sheets and tournaments paperwork required within seven (7) days of completion of tournament will be fined \$100.

### **Section G - Commissioner’s Duties and Guidelines**

- G-1 Commissioners must keep sufficient records or statistics to:

- (a) Keeping website updated with scores
  - (b) maintain an up-to-date account of non-played games
  - (c) maintain an up-to-date account of penalty occurrence
  - (d) spot any serious imbalance of the competition level within the league and report it to the Commission.
- G-2 Commissioners must attempt to maintain a high standard of lacrosse, in terms of discipline within their leagues.
- G-3 Commissioners should acquaint themselves personally with all team officials in their league.
- G-4 Commissioners must ensure that all coaches in their league adhere to Section D of the LMMLC Operating Policy.
- G-5 Commissioners shall handle all cases of complaints or disputes in their leagues fairly and with an open mind. Complaints or disputes from coaches, team managers or Association Presidents must be in writing (email) and are the only cases that Commissioners shall be required to deal with.
- G-6 The Commissioner shall supervise play-offs within their league. All playdown teams will be ranked based on where they end up based on season play and tiering adjustments where the team with the best record is ranked 1 and the team with the worst record would be listed as last. The rankings will remain throughout the playoffs. Then playoffs shall be set up where the team with the best record faces the team with the worst record, excluding top teams with byes, and then progressing downward. Divisions where split into colored divisions will be ranked stronger division teams top to bottom, then the weaker division will come under the stronger division top to bottom, e.g. in an 8-team playoff: Team 1 (best record) would play 8 (worst record), 2 (with the second best record) would play 7, 3 would play 6 and 4 would play 5.
- G-7 The Commissioner shall submit League winners and fair play teams for each league/division and a written year-end report to the chair by 1<sup>st</sup> August, which must include any carry over suspensions needed to be brought forward to the following year. On receiving the written year end report as well as League winners and fair play team winners by the LMMLC Chair, the league Commissioner will be paid a \$200 stipend for his or her duties from the past season. The \$200 stipend will be paid for each league overseen, divisions split into 2 is still 1 division and will be paid as 1 and divisions split between 2 commissioners will share stipend If report or Fair play and league winners are not submitted by the said date the stipend is reduced by ½, if nothing has been sent to the chair by 1<sup>st</sup> Sept, then no stipend will be given.
- G-8 The position of Commissioner will be a one (1) year team.

- G-9 Division may be grouped to minimize travel, during tiering and applies to Novice an up within the B and C divisions. Tyke and Mini-Tyke will be grouped as best as possible to minimize travel.
- G-10 Commissioners must adhere to and follow the “Commissioners Guidelines” as sanctioned by the Minor Directorate of the BCLA each year.

## **Section H - Discipline**

- H-1 The Commissioner can only assess up to five (5) games and then must request a hearing for further suspension.
- H-2 All automatic suspensions are indefinite until ruled upon. It is recommended that the offending team’s coach or manager phone the league Commissioner immediately after the game to report the incident. The Commissioner will then investigate and impose the required suspension as per Minor Directorate Disciplinary Rules.
- H-3 Un-served suspensions earned during league play will be served in playoff games (if played), Provincial Championships or carried over to the following playing season. Suspensions “earned” in play-offs will be served in Provincial Championships or carried over to the following playing season.
- H-4 Suspensions must be served with the team that the player is registered with. The coach suspension must be served with the team where the suspension occurred
- H-5 Suspensions can be served during league play, playoff games, Provincial Championship games and BCLA sanctioned tournament games only. Suspensions can only be served with the team that the suspended player is registered with. The coach suspension must be served with the team where the suspension occurred. **Players can be given suspensions from an exhibition game.**

All suspensions imposed by a Commissioner must run one after another with the player NOT playing between suspensions and the suspension becomes effective immediately when a coach or team official is notified. **Automatic suspensions (LMMLC Section G-2 & G-4 and the Minor Directorate Disciplinary Rules) do not require notifications and are to be served immediately.**

## **Section I**

### **I-1 “C” Ball**

Object: To create a League for players who are beginners with little or no training or experience. This League will provide a safe environment for all players in this division to learn and grasp the skills of lacrosse and is subject to movement upon completion of tiering round.

- I-2 In Midget, Bantam, Peewee and Novice where “C” leagues are formed, no Association may declare a “C” calibre team with more average years playing experience per player than two years for Novice and Peewee, three years for Bantam, four years for Midget, times the number of registered players on that team. This rule does not apply to teams that are moved down to the “C” division by their Commission. (Example: Peewee 15 players on a team – total number of years of experience is 24 years –  $(15-3) \times 2 = 24$ ).

## **Section J**

### **J-1 Hearings and Protests**

The Hearing Board will be comprised of three (3) LMMLC members as listed in Bylaws I-2. Hearings need to be held within seven (7) days from when the Commissioner sends out the notice of infraction.

The hearing is to be handled as stated in Appendix “D” of the BCLA General Operating Policy.

A protest will be handled as per BCLA Operating Policy Minor Regulation 21.

## **Section K - Team and Fan Control**

- K-1 Where possible, please have the teams change rooms on opposite sides of the arena. Where not possible, the coaches and managers must precede their players off the floor and lead them to their dressing rooms. The visiting teams will leave the floor first and then the home team.
- K-2 No fans, other than parents of Novice and under will be allowed outside the dressing rooms or in the tunnels leading to the dressing rooms.
- K-3 Coaches must control their benches and must also assist in the control of their fans. If control of fans is more than the coach can handle, parents, referees, and their association Executive members must take charge.
- K-4 Associations must ensure that the last person to leave the Arena is the coach, manager or members of their Executive. Good conduct in the parking lots is the Association’s responsibility.
- K-5 Associations must ensure that the referees in the higher caliber and older divisions (Midgets) are senior referees. If you’re Association does not have senior officials:
- (a) Try another Association for help
  - (b) Phone the BCLOTSG Vice chair or LMMLC zone rep for minor for names and numbers of senior officials

### **Section L - Fines and Team Assessments**

- L-1 Any Association missing scheduled LMMLC meetings shall be penalized per Article II-5 of the Lower Mainland Minor Lacrosse Commission Bylaws. Any resulting fines must be paid to the LMMLC Treasurer by the next scheduled meeting.
- L-2 Team assessments are due 10 days after invoiced by the LMMLC Treasurer.
- L-3 Should one team not appear for a scheduled game, that team will be responsible for the payment of the referees and floor rental charges. Should that team's Home Association not forward payment, upon being invoiced, that Association will cease to be a member in good standing, with their teams not receiving any points until payment is made. In the event of the issue is not resolved within 30 days, the Commissioner will be informed of the team not showing and will pass on this information to the LMMLC Chair and Treasurer, so that the LMMLC can invoice that team's Home Association and will be fined \$100, payable to the LMMLC.
- L-4 Every effort must be made to play all league games as scheduled. In the event that a game must be rescheduled it is the responsibility of the home team to reschedule the game. The Commissioner must be notified of all rescheduled games. The Commissioner will determine if a reasonable effort was made to reschedule the game by the requesting team and the offending team will forfeit the game and points toward league play, the Commissioner will inform the LMMLC Chair with their report on this rescheduled game not being played. The LMMLC Chair will take this to the LMMLC Executive, and they will determine if the said team's Home Association will be fined \$50 for not playing a rescheduled game, payable to the LMMLC.

### **Section M - Changes**

- M-1 Changes to the Operating Policy of the Commission can be made by motion at the Annual General Meeting or Special Meeting of the Commission. Notice of motion shall be in writing to the Secretary thirty-five (35) days prior to the Annual General Meeting or Special Meeting and shall be distributed to members' twenty-one (21) days prior to the Annual General Meeting or Special Meeting.

Amended 1993, 1994, 1995, 1997, 1999, 2000, 2001, 2002, 2004, 2005, 2007, 2008, 2009, 2010,2011, 2012, 2013, 2015, 2016