

LINDSAY RUGBY FOOTBALL CLUB
ANNUAL GENERAL MEETING
FEBRUARY 23RD 2014



Lindsay Rugby
Founded 1978



Men's First XV TRU League Winners 2013

TRU Intermediate Cup winners



Men's First and Second XV TRU Cup Winners 2013



TABLE OF CONTENTS

AGENDA.....	3/4
MINUTES 2013.....	5/6
REPORTS.....	8/31
♦ President	
♦ Financial	
♦ Game	
♦ Property	
CONSTITUTION AMENDMENTS.....	32/34
BY LAW CHANGES.....	35/54
POSITION DESCRIPTIONS.....	55/70
DUES.....	71/76
ELECTIONS.....	77/80
APPOINTMENTS.....	81/84
ACCLAMATIONS.....	
RESOLUTIONS.....	85/90
FORMS.....	upon request

Meeting Agenda

Meeting Facilitator: Alison Westrop President

Invitees: All members of Lindsay Rugby Club in good standing (6 months)

I. Call to order and attendance, 2.00 pm

II. Approval of Agenda

III. Approval of minutes from 2013 Annual General meeting

IV. Business Arising from 2013 Minutes

V. Standing Items

a) Reports

i President

ii Treasurer

iii VP Game all team reports

iv Property

Adoption of Reports

a) Constitutional Amendments

b) By-law changes

c) Dues for 2014

d) Elections Executive and Board

A President 2 year

B Treasurer standing Dennis Newman 1 year

C Vice President Game standing Rob Brouwer 1 year

Lindsay Rugby Football Club

Annual General Meeting Minutes 2012

February 9, 2013

I. Call to order

John Carr called to order the regular meeting of the Lindsay Rugby Football Club at 1.00pm on February 9, 2014 at 98 Regent Street Lindsay Ontario.

I. Roll call

Tammy Buckley conducted a roll call. The following persons were present: Amanda Pascoe; John Carr; Rob Brouwer; Brett Moxley; Richard Knox; Vince Jones; Scott Beukeboom; David Beukeboom; Doug Milne; Dennis Newman; Thomas Jeffrey;

I. Approval of minutes from last meeting

Tammy Buckley read the minutes from the last meeting. The minutes were approved as read.

I. Open issues

- a) Indoor practice begin March 23 U12 9 30 – 10 30 U16 10 30 – 11 30
- b) Registration March 23 LCVI lobby 10 – 2 pm
- c) Bottle Drive April 13th
- d) Registration Dues for 2013 will remain as for 2012 with no increases
- e) Intention to review Constitution and By- Laws at 2014 AGM

I. Standing Items

- a) Reports as per the reports book 1 - 11
- b) Adoption of Reports
- c) Elections were with one nomination per position no voting

President Alison Westrop

Treasurer Dennis Newman

VP Game Rob Brouwer

VP Facilities John Carr

Secretary Glenn Smallwood

Registrar Amanda Pascoe

Fundraising Brett Moxley

Junior Development Doug Milne

Social John Carr

Bingo Vince Jones

Directors at Large David Beukeboom, Thomas Jeffrey, Scott Beukeboom

Any other Business, none at this time

I. Adjournment

John Carr adjourned the meeting at 4.00pm.

Minutes submitted by: Tammy Buckley

Minutes approved by: Glenn Smallwood

REPORTS

President Report Lindsay Rugby Club 2013 2014

February 2013

First order of business was the special meeting of Rugby Ontario

There are significant changes in the wind and the special meeting a forewarning of the changes that have now come to pass over the last 12 months, Some are about the new Not for Profit Corporations Act, which has yet to become law but will affect the way the clubs and the regions branches and national bodies all behave and the by laws and transparency of the club as we go forward. Overall I find these meetings to be better organized and cognizant of the clubs needs, there was discussion and also analysis, controversy and attention paid to the clubs and their views. Well worth attending, it also is an opportunity to meet up with other clubs and other dedicated rugby folk all trying to make the sport bigger and better across the Province.

TRU schedule meeting. We made a couple of errors, we did not respond to them when they gave us the chance to comment about the teams and schedules, we did not determine if May is a good month for us to host home matches. As a result we had rental conflicts on the grounds and we had a lot of play in May and then our senior teams disappeared for June. So be it, if we fail to protect our interest at these times then this is the type of scheduling we will expect. Not a problem unless the weather goes; as long as we know we will be busy on those weekends then it is a good and busy month for senior teams,

And its consequences on the social side of the club.

March

Was all about getting the outside front of the hall finished or started. Brett had a busy family period where there were stags and wedding receptions and fund raisers for Brian We hosted our sponsors from the milk producers to their annual dinner, a way of thanking them for their purchase of the new post pads that appeared this season.

Outside the concrete pad was put down in late November 2012 and left for the first thaw , Hoek Van Holland came in and with the grant from Enabled Access and City of Kawartha Lakes the front was bricked and trees and gardens set up. The ramps for the enabled access were set and the framing for the new lobby was set up. Automatic doors and 3 other full doors were ordered for installation. There were lots of plumbing issues both in the hall and in the house as well as a leaking stand pipe valve for the field irrigation. The enabled access grant was for the showers to be overhauled and the installation of toilets in two change rooms as well as ramps for the showers in the visitor and women's showers.

April

The house has suffered from some “rental” cleaning skills and took some muriatic acid and a lot of elbow grease, but came up quite well in the end. Meanwhile, all the leaks were being taken care of. The washing machine was relocated to the men’s wash-room in the hall for the managers to clean kit. A new shower hot water system with propane, but because we did not get Trillium grant we are still working with oil furnaces. More applications to be made. City of Kawartha Lakes did grant another 50/50 for the lighting project that was another thing that was not getting much action. Brett Moxley had done a great job on the light stands but Ike decided to sell his business and go work for CIBC so we lost our electrician for the project.

One of the changes to occur this year is the online application for membership. We were going to try the pilot project from RC, but they came too late, so we created our own and for the first time we had large membership registrations and were pretty much finished by June for the early teams. This is a change in that there is not practicing or training for unregistered players from now on, predominantly an insurance and liability issue. This is a good training time for this process, as next season RO and RC are not giving any option for online registration.

The bad news is that we will no longer be able to offer free trials in the gyms for rugby. The insurance required for new members playing prior to April for any winter sessions is \$40. Good news members already paid up can play for free.

It became clear that the mind was willing and the body was weak. Vince was not going to enjoy much at the club without help. Within a week a group of individuals from all across Canada along with many members of Lindsay RFC, had pledged enough money per person for a golf cart to be purchased for him. It was kept at the club and he used it for the balance of the season. Maybe his first that he just came and watched, no garbage collecting, no team to coach, just came and saw all the teams play for the rest of the season. Sad to say, someone couldn’t resist and stole it along with other things we are now out of pocket for.

Commitment to certification of our coaching and managers

11 people attended and passed the High 5 certification in early April.

11 more club members attended and 10 all certified for coaching levels, the Quest for Gold bursary system helped with some of our members and others paid themselves, we thank them, as the entire effort to comply with the new rules was a sweet \$5k.

The end of April there was a special evening with the Strumbellas appearing at the club for a fundraiser for us and them, they needed to get to the music awards and so they came along with 3 other local bands to the club for a night of live music that was highly successful.

May

Season opener at LCVI and then the long weekend, where with the help of Brandon Spearing a dry stone wall project was built in the southwest corner of the parking lot. There were so many hands that this turned into a weekend of work at the club, the house was cleaned up, the Callaghan’s donated a tractor and a driver! Much was accomplished. The drying line at the house was refurbished. New stands built.

We had a couple of excellent meals for all the volunteers, and as a result over the weekend we added over 600 hours. The wall had to wait for the rest of the summer to be engraved with Walters Name but it is there now and the oak tree given by the Spearings for planting for Walter now thrives beside the wall.

The new state of the art post pads were dressed up as Milk Cartons and the roller derby girls are very happy as they borrow our old ones now, next project has got to be a few more practice pads.

June

A hot water tank for the sinks in the toilets, and the addition of toilets in the end change rooms, ramps and refurbished shower heads. All in for the enabled access grant at no cost to the club.

Failure to get our second Jones Invitational to get off the ground, a delay to see if it would work better later on.

The bid for the Canadian Rugby Championship match for September vs. BC was submitted to Rugby Ontario and the evaluation committee came to visit. We were inspected; the pitch, Brett Beukeboom did a lot of good calming work on our behalf with concerns for the players' facilities. And we addressed any and all the issues that were being put before us. It did not appear that there was too much support for our bid but after a few negotiations the match came to us, The Board after quite a bit of thought about the enormity of the job in front of the club endorsed the bid and the countdown began.

The hiccup with the leaking stand pipe went south for us when during the inspections of the property for the full license application the water failed its test twice, forcing us to install a full public water filtration system. Now the water passes all tests.

The kitchen passed its inspection and this was helped by Rene lining the cooler with impermeable material, one of the issues for us.

This was while we had a new roof installed on the hall, the new lobby roofed soffit fascia and guttering as well as the house having a lot of the flashing repaired that was leading to some of the leaks upstairs.

Again the grant for the house did not appear, so it remained empty but clean for the balance of the summer. It was made available for the minis on a Monday night in case the usual volunteers were not in the main building.

July

Bruce Beukeboom finished the set up of the lobby inside and the main new doors were installed, by Lindsay Glass from Hunter as part of the government enabled access grant, Bruce then moved across the pitch and installed the new storage shed with balcony for the coaches of the club to film and observe their players. (Set up for CRC and we finally got the new score board in place! Many thanks to Pat Fry for the logos, numbers and all the decal work which he did over the winter 2012/3.

August

The social side of the club just did not get going at all this summer, partly because the boys were mad at me, we had a couple of close calls with the liquor inspector that would have gone far worse if some of the rules of engagement had not changed. In fact the application went through fine, but the understanding of the need for a regular injection of capital into the club via the bar is being missed by most of the club members, at the moment.

Possible that the assumption is that the club does not need the money as we have so much coming from other sources, or that there is so much work going on and improvements being made,. The point that needs to be brought up all the time is that the dues and members do not pay for these renovations, grants, loans income sponsorship, and gifts do.

The countdown was on, the CRC was looming, the team 's seasons were all happening and doing well , all teams were successful and on the north side of 500. CRC Tickets were being sold, sponsorships being granted and the 7's tournament was under plan as well, all in all after regular bi monthly meetings the stage was set and the permits were all in place. Road closure, liquor license, special permit for pitch side, water, and outside concession, the balcony for the TV cameras organized. RC tents and sponsors areas arranged, teams' hotels booked, Rec center access granted, only the pool is closed that week! Major sponsors secured.

Many of our players as is usual left in August for College and University programs, our loss, but this year was better with players who could still fill the first team spots going into the fall. The club is always quieter in August, not many practices going on; most of the junior teams are winding up. The minis weren't, they had yet another highly successful tournament, plenty of competition building now, with many clubs offering Sunday tournaments that there are often two on any given Sunday. We were the final one before Festival Day and that was a bonus with good weather and a little dry run for the CRC parking on the field west of the pitch.

September

The CRC match was the major event at the club; Molson came in and put up an ad to the score board which will be an annual payment as well as giving us the additional mobile cooler unit in side the club house. The Grand spent as much time at Vince Jones Road as members spend on Kent Street, Catering the concession and all the meals at the CRC as well as supporting the club.

Them men's team played for promotion by winning the intermediate cup and traveled to Hamilton a reduced roster but determined and they won through.

A sour note when the club was cited for referee abuse and is now on probation for 2014 season with a money bond attached. The writing is on the wall; across the sport the referees will no longer tolerate abuse, and some less than others. We were not alone, but we did suffer the least penalty, this was as a result of our commitment to provide Day Officers to make sure that the attendees at home matches comply with our and the Provincial Codes of Conduct. As well as other administrative changes that will enhance the awareness of the membership of the said code. We were granted a full liquor license. (we were visited again by the Inspector, with consequences later in the year)

October

It was the final men's game of the season and Niagara had visited us at home in early October and Vince died. The funeral cortege came down Vince Jones Road to bring him to the club one last time before being laid to rest in Omeme. He was honoured by a visit from the Archdiocese of Toronto and a message from the Bishop of Quebec City during his service. His passing was on TSN and silent respect was paid to him at the McCormick Cup Final and The BMO field Canada vs. Maori Match.

This is the submission made to Lives Lived for the Globe and Mail;

A gift from Wales

Vince Jones.

I cannot tell you how pleased I was in 1987 when I found that I had landed in the Lindsay area and there was a flourishing rugby club. All my children (5) joined the club and participate to this day as a result of Vince's tenacity and faith in the sport. He has changed lives since 1950, and the influence of the Lindsay Rugby Club on its community is profound. It is a rugby town, often the only affordable sport in the area, with a clear pathway to success, in life as much as rugby in and of itself.

Vince was born in Wales in June 1928; he was the youngest of three brothers, all of whom would immigrate to Canada over the years. Vince was the last brother to visit, on his way to New Zealand to play a bit of rugby, when he stayed with his brother George in South western Ontario and ended up remaining.

Vince, went on to found

Sealand RFC 1947

Brantford Harlequins 1950 with George or on his own

Hamilton Hornets RFC 1954

Played Ontario Welsh challenge leading to Toronto Welsh 1955

Kitchener Waterloo RFC 1960 now Waterloo county RFC

London Forest City RFC 1967

Lindsay RFC 1978

An icon and a legend in rugby in Ontario, and Canada at the age of 84, in fragile health he has retired from active rugby. He remained at the pitch side watching every match with every opportunity. September 14th his own Lindsay club hosted a Canadian Rugby Championship match between Ontario and B.C. The day was a huge success, and was an opportunity for many to come and genuflect at his golf cart! Tired but immensely proud of his club and mostly the people that make it up, we did not know it, but it was to be the last match he saw. The club had one more match at home October 5th and just about the same time as the final whistle blew on the pitch, Vince passed away. How poignant, how appropriate, his team has had a 13. - O sea-son!

All the time that he was making a huge impact on rugby in Ontario, he was an OPP officer working with the first tracking dog in London and as his career progressed he would move to a new area and within a week would form a new club.

He has garnered many accolades over the years as a founder, coach, player, referee meanwhile also as a community hero.

His contribution to disseminating and popularizing rugby is obvious, even the clubs that have not survived have spawned myriad other clubs and of course, quality players that have played for their Province and then Canada or currently do so. I have not got the full list of all the clubs and players that have started their rugby time in one of the Jones' clubs but there are so many who have benefited that pitches, roads and club houses have been renamed. His efforts produced native Ontario Rugby players, which in turn, produced home grown Canadian Rugby players. For this was a watershed change; he made by introducing and creating native born rugby players with no connections to a European heritage; although I hasten to add, was never averse to recruiting any odd ex New Zealand national player that happened to be in town!

1958 – 1989 Constable OPP to Staff Sergeant

1967 – 1973 First Canine Unit for London South West with Arab, over 54 arrests and finding 11 missing people.

1972 Government of the Province of Ontario distinguished contribution to Fitness and Amateur sport

1973 Distinguished Community Service Award London

1974 Ontario Chief of Police Citation for rescue of Jerry Devos from Snye River January

1974 Ross Macdonald Speaker of the House of Commons, presentation of Outstanding Service to his Community award.

1978 Life Member Referees Society Ontario having founded the South Western Referees society

1982 –98 Board Member or Warden Anglican Church of Canada and lay reader for 31 years.

1987–2001 Chairman of the Fenelon Falls Annual Santa Claus Parade

1988 Coach of the Year Central Ontario

1989 Government of the Province of Ontario Distinguished contribution to Fitness and Amateur sport

1989 Ontario Ministry of Tourism and Recreation Coach of the year and Rugby club Founder Extraordinaire

1993 Commemorative Medal for the 125th Anniversary of Canadian Confederation for a person making a significant contribution to Canada, community, fellow Canadians,

1993–98 Fenelon Falls Councilor

1994 Added women's rugby to LRFC

1997 Introduced Minis rugby to LRFC

1999 Inducted in the inaugural year of the Ontario Rugby Union Hall of Fame.

2002 Queens Medal for Commitment to the development of Youth in Canadian Society

2004 Lindsay and District Sport Hall of Fame Inductee.

2008 Volunteered with Big Brothers

2009 Renamed Greenway road in City Kawartha Lakes, Vince Jones Road

2012 Distinguished community service award City of Kawartha Lakes

2012 Retired Coaching U12 to coach U16

2013 Director Board Lindsay RFC

There were none like this man, an extraordinary man, appreciated and endorsed by the entire rugby community.

On the personal side, I dreaded this day, although already warned by Vince himself that his time was ending, but in his usual style, while railing at the loss of physical strength, he supported and remained interested in every facet of life, always appreciative, and dry witted, he was a regular breakfast companion. Books read and discussed, history re worked, analysis of matches, those breakfast meetings would often go on until nearly lunch time! Over the last few years he has passed on countless amounts of information about a culture and a sport that are intertwined in their responsibility to a community. There are many who will remember parts of his full, active, giving life, we will all share pieces of it, but sad to say the whole will be taken to his grave, as none of us are big enough to fill his shoes. "

Steve Lamb was inducted into the Lindsay and Kawartha Lakes Hall of Fame. This capped off a very successful couple of years for Steve, winning the U18 provincial title and this season Men's promotion. Thanks to Marnie his many associations and successes with Rugby, including a much coveted Red Canada Jacket were brought to the club for display at the year end banquet. A lot of effort was put into the display, The club is proud of his induction and again congratulations to Steve on a storied playing career.

The Year End Banquet was held at the end of the month, generously helped by The Grand, and it was a Grand night. Congratulations to all the players awarded (**check the website for full list of awards**) and a huge thank you to all the other associates who make sure that the club keeps moving forward. A special note is that Brett Moxley after a decade of continuous support and work for the club has been given a back seat, but he is still on the bus. The effort to keep the club moving forward, to grow and to sustain the core value and mission is massive. Brett never faltered in his time as a player, supporter, friend, board member president, competitor, and now father, partner and fundraiser impresario. He is not finished with us yet, as we hope that he will have time to play in the "35+" men's team and to continue to be a huge provider of funding and support to the club. This is just a big THANK YOU!

November

The nascent Sports Council meeting was hosted at the club house. There have been 3 meeting since where a diverse group of Lindsay is working towards creating a possible activity council that can help to bring activity to many community groups and to also co ordinate resources amongst the groups, It is an exciting project that will further help to keep LRFC involved in community activities beyond just the core rugby. Insufficient rentals and social activity as well as biting cold weather led us to the conclusion that the club had to be closed down, the Christmas fundraiser was going to be hosted off site, so we would not put up an event of our own, and A few rentals came in for the season. The house has been let to Andrew Davis and Brody Bowins, both involved with the board and management of the club. They will move in for the New Year. There is ongoing work in some

of the out buildings but the bitter cold has reduced the activity. The lighting project was revived. John Murphy had taken up the cause earlier in the year and dug the conduit trenches, and Mariposa electric has finally come and put up the stands along with the lighting fixtures we can afford. The entire project is not complete, however, the main run of lights is now up and ready for action. Maybe next year we will be able to stay open in the winter and increase our revenue streams across the off season.

Scott Beukeboom, Brodie Bowins, Sherman Gowan have taken on winter gym rugby practices, U15 girls and U16/18 boys are the beneficiaries of their commitments. Registration will be March 8th at Weldon and as soon as there is a desire there is a 7-9 pm time slot on a Friday at Weldon for the seniors to join in!

December

After the final Regular meeting the building was sealed up and closed by Rob and Tom . There will be some leaks to mend prior to opening again in April but it is the only financial option that we have this year.

The Rugby Ontario AGM was held this month and the new by law changes are in place along with board changes and its movement to Governance structure. The main decisions affecting the club will be 1. Online financial dealings with RO for everything

2. The fee structure has in fact gone down, not paying the magazine subscription but has gone back up the same amount as there is increased insurance coverage for players for this season. Details of the coverage are on the RO website and will be posted on ours. The main concern will be the paperwork and backup to the claims if they are made.

The Christmas Party

Brett organized the Strumbellas and 3 other bands to play at the Armoury, December 21st. Every ticket was sold and in spite of the weather all but 30 came. There were some SOP issues which we will have to watch for upcoming events at the club as this is our probation period with the inspectors. Social Directors will have to be on the ball for the next 12 months and make sure we comply with the rules. It will be a challenge for this group. There is less opportunity for income for the club with the increased social responsibility and pressure on our members to comply based on being out of town. It is recommended that we work with other community groups to establish use of the hall with other activities, and to provide transportation to and from the club on match days. There is also a Trillium option to pursue in finding a part time person to work on bookings and running the facility outside of rugby.

January-February

Designs and sponsors for several sets of jerseys are underway, John Carr, Greg Buckley have an enthusiastic response for the 35+ friendly team planned for this season.

There will be a Lindsay House league for May and maybe August initiated and grown into a healthy large introduction to rugby in not only Lindsay but some satellite towns as well. There is a core group of girls being coached and working at skills already with Sherman Gowan and Brodie Bowins for a full U15 side this season.

Online registration is now a reality and will be put to the test on March 8th at Weldon and at the club April.

Play will begin in May for the senior teams as well as a special Vince Jones Barbarian side to play The Atlantic Rock A team on May 16th 6.00 pm and dinner, the beginning of a long weekend of celebration of Vince and the club founded in 1978 and in its 36th year!

All in all we have many to thank for all their contributions large and small for this year. There have been many changes some asked for some mandated, the work of all the volunteers and helpers who have come from the ranks of the club or outside, they have all made the growth and health of the club possible. This growth and development is poised for 2014. This should be another successful year. What it needs is an increase in those willing to participate in the administration and running of the club,

Lindsay Rugby Football Club Inc.

Financial Statements

For the year ended March 31, 2013

(Unaudited)

BDO Dunwoody Accountants

Balance Sheet (Unaudited)

March 31

2013

2012

Assets

Bank accounts

\$ 31,589 \$ 17,182

plant and equipment

Cost Accumulated Property,
Amortization

Land	\$	127,000	\$	127,000	127,000
Building		211,834		98,570	113,264
Equipment		6,100		5,140	960
Field improvement		34,040		16,353	17,687
	\$	378,974	\$	120,063	258,911
				258,911	19,050
				258,911	262,906

\$ 290 500 \$ 280 088

Liabilities and Net Assets

Accounts payable and accrued liabilities	\$	1,000	\$	50,000
Loan payable, repayable \$1,000 monthly, interest-free		38,000		50,000
		39,000		50,000
Net assets		251,500		230,088
	\$	290 500	\$	280 088

UNAUDITED - See Notice To Reader

Statement of Income (Unaudited)

For the year ended March 31

2013

2012

Revenue

Bingo	\$ 7,209	\$ 12,787	
Charity golf	21,745	23,560	
Christmas party	11,900	8,851	
Donations	8,884	1,910	
Fundraiser's	6,151	6,507	
Memberships	55,501	46,612	
Nevada	7,345	6,215	
Player		3,065	
Property income	8,520	10,357	
Rachel's harvest feast		11,599	2
Social	15,851	15,230	
Other revenue	3,760	56	
	146,866	146,749	

Expenses

Amortization	10,076	9,641	
Bank charges	1,059	340	
Bingo	3,898	3,000	
Charity golf	10,894	9,533	
Christmas		1,500	
Donations		2,000	
Fundraising		277	
Insurance	5,698		
Nevada	4,479	4,764	
Office supplies	4,056	1,414	
Player registration, uniforms and referees	45,864	42,558	
Professional fees	1,000		
Property repairs, maintenance and utilities	20,835	63,871	
Property tax	3,569		
Rachel's harvest feast		4,678	
Social	14,026	14,940	
	125,454	158,516	
Excess of revenue over expenses	21,412	(11,767)	
Net assets, beginning of year	230,088	193,855	
Restatement of Trillium Grant		48,000	

Net assets1 end of year \$ 2511

UNAUDITED - See Notice To Reader

Lindsay Gryphons' Women's 1st XV 2014 Season Report:

The 2013 campaign was the most successful to date, since winning the TRU A championship back in 2009 if I am not mistaken. The Women competed in the TRU B Division and finished 2nd in the league table with 8 wins and 2 losses; those two losses coming against the league and playoff championships Barrie RFC. Both league games were competitive losses, especially on the road where the Women lost a close match 22-15. In a home semi final playoff match the Women defeated Mississauga 20 -12 putting themselves in a position to compete against Barrie RFC for the league playoff championship. The 3rd time though wasn't a charm as the team was defeated 31 - 13 in the final.

Keys to a successful year:

1. Solid numbers - 22 players - which allowed for meaningful player substitutions; never were short on numbers for any game
2. Return of some veteran players like Corie-Leigh Lewis, Jessica Addison and Vikki Gledhill
3. Health - other than normal soft tissue injuries, there were no significant long term injuries that kept the ladies off the pitch; with the exception of prop/lock Amanda Rutt's sprained ankle that kept her out of the lineup for a couple of games.
4. More experience/stronger/knowledgeable/confident players - Our back line was more potent offensively because players like Emily Mitchell and Hilary Dingman played university rugby in the fall. Yearlong training makes a difference!
5. Leadership: Lauren Finney ran and organized much of the preseason fitness for the team which was well received; and she continued to lead the team in that capacity throughout the season - fitness made a difference in the 2nd half of many of the games we played.
6. Staff: Had a very committed player/team manager Claire Wilson who always kept the team and coaching staff organized, up to speed, and looking good-(ordered team wear for the Lady G's). Greg Buckley was a reliable and helpful assistant coach.
7. Had more meaningful practices then last season.

This is also the number one area I feel needs to improve. If the goal for the Women's team is to again win the TRU B Division and compete in the TRU A Division, the numbers at practice need to increase (everyone at practice) and be consistently high for the duration of the season.

Kirk Wilson

LRFC Women's Head Coach

The senior men's team had the most successful season in recent history. The men went undefeated in the TRU A division and were promoted to the second tier Marshal division.

The men's team had better overall numbers throughout the summer part of the season; however, numbers were lower for the playoffs. This upcoming year will be a challenge for the team but it is looking like the same core players will be returning.

This year the men will be once again coached by Steve Lamb, who will run practices every Tuesday and Thursday.

Regards,

Rob Brouwer

VP game Lindsay RFC

Lindsay Rugby Football Club

67 Vince Jones Rd.

4

Kawartha Lakes

2013 U18 Boys

2013 Highlights

- LRFC U18 Boys competed in the TRU U18 Premiership
- In a division with Oshawa, Peterborough and Belleville
- Coached by Luc Pearson. Luc did a great job in his first year of coaching.
- the team struggled with numbers all season and played short more than once. Thanks to the U16 players who played up to support the U18s
- Finished regular season with 2 wins and 4 losses
- Had 2 close losses to Oshawa
- Travelled to Belleville twice with less than 15 players, giving Belleville a solid game both times
- Lost to Belleville in first playoff round
- the 2013 season was overshadowed by the undisciplined behavior of parents and spectators which resulted in disciplinary action being taken against LRFC
- Best of Luck to the 2014 U18 Boys

John Carr

Manager U18 Boys

U18 WOMEN'S SEASON REPORT

The Lindsay U18 Women Gryphon's had a proud season. The team finished with a 3-3 season with wins again: Ajax (twice), and Cobourg. Cobourg was the most exciting victory since they have been rivals of the team for many years. It was with great satisfaction that we took the win against them on our home field. The team competed in the Bowl Cup at the end of the season and again celebrated victory against Ajax to finish 5th in overall. At the banquet the team honoured Mercedes Brasier by giving her the Most Valuable Player award, Courtney Shrek with the Most Dedicated Player honour and Irene Hutcheon with the Most Improved Player award. We had great numbers, with 31! We are hoping the program keeps growing!

Claire Wilson

a summary below for the u16s

The two started off well winning our first three games, the team moral was high and practices were well attended. Near the middle of the summer we started to lose some players due to the Ontario team and this started to cause some issues with our success of the field. However, the team kept playing hard and we ended up finished third in the league. We ended up playing Bellville in the last game of the year, which did not go so well, then we played them again in the playoffs. The game was tough against the bigger team, in numbers and size, but in the end we lost. Our team had potential to improve and hopefully the season gave more confidence to the players and improved their skills.

Scott Beukeboom

2014

LRFC U14 REPORT

The 2013 season began with a promising group of 19 players, a decrease of 10 players over last season. This team consisted of 9 returning U14's, 5 former U12's and 5 young men new to the game. The team was in the competent hands of returning coach Dave Beukeboom and his knowledgeable assistants Dan Maw and Brian Greven. Glenn Smallwood was on board to manage the team as well.

The team was fairly balanced with both speed and size along with enough experienced players from the previous season to help ground the new players and direct them in game situations. The team was blessed to have some impact players who rose to the occasion many times when needed, making a tackle or run, to turn the game around. This team had a special quality about them that is they were unselfish. Something you don't see too often but U14 parents did were players passing to others even though they could score themselves. The U14 team finished with a 4-3 record after playing the top 2 teams twice. Finishing with 230 PF and 148 PA along with scoring 42 tries up from 28 tries last season this team demonstrated they could both strongly play offensively and defensively on the field. These young men played with great determination in our last game of the season defeating Ajax (2nd place) which not only gave the team a winning season but put them in the championship round instead of the consolation having finished in 3rd place. The team played Ajax in the championship round at Fletcher's short a couple of impact players and won by default as Ajax did not have enough of their own players. Ajax won the actual game having borrowed 4 or 5 players the coach knew from Brantford. The win was somewhat bittersweet but 3rd place is still a significant accomplishment. Overall the season was a huge improvement over last. The consistency and dedication of the coaching staff and some of our players coming into their own made an incredible difference in the team's success this season.

Once again this year the team held a parent /player rugby match followed by a barbecue dinner. The game, although still being disputed as to which side ended up the victor, was enjoyed by all. This event has been a great success bringing together the parents and their children to enjoy the game as well as the club on another level.

The majority of the U14's attended the year end banquet. The U14 award recipients this season were Scott Peel, Carter Hamilton, Matthew Wiltshire and Tanner Maw.

Glenn Smallwood

LRFC U15 7's REPORT

Our U15 7's team was the first team we have had compete in the fall 7's program to date. The team consisted of 15 players with 7 being 2nd year U14, 7 from U16 and 1 brand new to the game. This group possessed an excellent combination of speed, size and aggressive tackling. The team was split in two equally effective units who generally would play half a game each with the odd substitution. They were coached by Dave Beukeboom and Brodie Bowins who patiently taught these young men the 7's game and continued to encourage them when they got down on themselves for inconsistent efforts. Only on one occasion did the team win two of their three games usually having to settle for one out of three each week. Finishing the season with a record of 6-9 and having scored 36 tries was an accomplishment for our first go at the 7's program. The team was in many games as their 210 PF and 276 PA record shows. Injuries and illness play their role in all sports and it was unfortunate that we lost 1 impact player mid way through to illness and a couple important others to injury late in the season. This group demonstrated excellent skills, desire to learn the game and more importantly great teamwork. This will serve them well as they have had this early opportunity to play together in preparation for their regular U16 season in 2014. Playing in the fall 7's program was a fabulous learning experience for both coaches and players alike giving them the opportunity to learn more about rugby and possibly open other doors for them in the future. Many of the U15 players attended the year end banquet. The U15 award recipients were Evan Whiteford, Matt Bartlett, Sam McElrea and Chris Francis.

Glenn Smallwood

MINIS

Here is my report for U12 co-ed.

With this being my first time coaching rugby for the club, I truly enjoyed my time coaching some great kids and having some very supportive parents. With a handful of tournaments that the team participated in the summer and with the two nights of practice, I notice an improvement all the players. Having a split team of newbies and players from the past season, I was impressed by the skills and team work that the players gained over the season.

With that said I only had one issue with one parent which came up at our first tournament and our last tournament. But with word of mouth this parent as been asked to sit out of other organized sports that his children our involved in..

So with all said and done I feel it was a good season and I really hope that the kids will itching to get back on the rugby pitch for the 2014 season...

Cheers

Coach Sherm

2013 RUGBY CANADA/RUGBY ONTARIO REGISTRATION

Certificate Financial Submission

(new rates effective March 1, 2013)

	TOTAL CERTIFICATES SUBMITTED		PROVINCIAL UNION FEE	RUGBY CANA- DA FEE	TOTAL FEE
Senior Player	70	X	(\$ 65.00 + \$ 99.50)	= \$	11,515.00
Junior Player	96	X	(\$ 45.00 + \$ 87.50)	= \$	12,720.00
Minor Player	40	X	(\$ 25.00 + \$ 29.50)	= \$	2,180.00
Visitor (2 week registration)		X	(\$ 15.00 + \$ 25.00)	= \$	-
Winter Training		X	(\$ 15.00 + \$ 25.00)	= \$	-
Old Boys (Masters)		X	(\$ 44.00 + \$ 50.00)	= \$	-
Jr./Sr. Flag/Touch Leagues		X	(\$ 25.00 + \$ 25.00)	= \$	-
Coach/Manager		X	(\$ 45.00 + \$ 99.50)	= \$	-
Referee		X	(\$ 105.00 + \$ 99.50)	= \$	-
Collegiate Rugby		X	(\$ 25.00 + \$ 25.00)	= \$	-
Licensed Medical Staff (physicians/athletic therapists/ physiotherapists)		X	(\$ - + \$ 25.00)	= \$	-

Total player payment submitted to Rugby Ontario:

\$ 26,415.00

senior players

50 men
20 women

junior players

21 U 18 men
26 U 18 women
28 U 16 men
21 U 14 men

minor players

22 U 12 13 girls / 10 boys
10 U10 4 girls / 6 boys
8 U8 3 girls / 5 boys

5 played down - 4 girls 1 boy

registered 12 board/administrators

Equipment Report 2013

Sales seemed to be decent we sold 37 pairs of shorts, 45 Adidas training shirts, 7 ties and approximately 76 pairs of socks. As well we sold a couple of cases of tape. We still have a fair number of ties and shorts and one case of tape (32 rolls). We will need to add to our inventory of some of the items especially in the larger sizes. In addition we still have a vast quantity of youth shorts that didn't seem to sell well at the discounted price.

Also there were some requests to get some new training equipment, such as tackle bags, by a couple of the coaches.

Respectfully submitted

Richard Knox

Lindsay Rugby Football Club

67 Vince Jones Rd.

Kawartha Lakes

2013 Grounds and Facilities

2013 Highlights

- Again in 2013, grass cutting responsibilities were handled by Ed Powell Landscape supplemented by LRFC volunteers.
- Landscaping around the front of the club continued with the help of the Spearings and Callaghans
- Portico was completed and automatic entry door installed and functioning
- Parking lot lighting project started and as of December, lights on east side of parking lot and down driveway are fully functioning
- Basement of house insulated with spray foam
- New hot water heater system installed for change rooms
- New roof installed on main building
- Garage cleaned and reorganized with the assistance of John Howard Society volunteer
- New scoreboard/storage shed/viewing platform constructed on west side of pitch
- Due to a break in during the summer damage was incurred in the clubhouse, as well as the loss of Vince's golf cart, a weed whipper, 2 chainsaws. The hard drive of the security system was also stolen along with a quantity of cash. An insurance claim was submitted and has been partially settled.

John Carr
VP Facilities

Lindsay Rugby Football Club

67 Vince Jones Rd.

Kawartha Lakes

2013 Field

2013 Highlights

- Pitch remained in great shape throughout 2013, due in part by good weather conditions
- Pitch was not damaged by wet conditions in spring
- Due to no fall college use, the pitch was not damaged in fall and had a chance to recover
- Again in 2013, pitch grass cutting responsibilities were handled by Ed Powell Landscape
- overseeding completed in fall of 2013 with the assistance of Ed Powell and using equipment supplied by Rosepark Landscaping
- new post pads were used during the 2013 season with good results.
- hay field on the west side of pitch was effectively used for spectator parking for both the minis tournament and the CRC match.Thanks to Jim Callaghan for cutting the hay as needed.

**CONSTITUTION
&
BY LAWS
THE LINDSAY RUGBY
FOOTBALL CLUB

2014**

CONSTITUTION OF THE LINDSAY RUGBY FOOTBALL CLUB

PROPOSED AMENDMENTS TO THE CONSTITUTION

In that there has been established an interest on the part of many freemen and women in the area in and about the Town of Lindsay (City of Kawartha Lakes)

In the Province of Ontario, Canada, to carry on the ancient and very venerable art, science and past time of Rugby Union Football, and where in the best interests of this pursuit, develop and maintain a community open to activities that further the ability of said men and women to participate and gathering of such freemen and women who will, with the best of their ability, dedicate themselves to conducting and organization to pursue the aims not only but also sustain the community responsibility that is part of the ancient sport and our value as an open facility

It is hereby proclaimed that there shall exist a society know to all as the

LINDSAY RUGBY FOOTBALL CLUB

Whose aims and regulations will be outlined in the articles of this Constitution.

Article One: The object of the society will be to foster and conduct participation in the sport of Rugby according to the Union Code and that such code historically entails, in the geographical area within and around the Town of Lindsay **and the area known as City of Kawartha Lakes, Ontario .**

Article Two: The society will duly and lawfully make and maintain affiliation with the officially recognized Provincial National and International governing bodies of the sport.

Article Three: The society will be open without prejudice, to all **freemen** and women who indicate a willingness to further the sport and the **community .**

Article Four: The society will conduct itself as a non-profit corporation without share capital incorporated under, and according to the statutes of the Province of Ontario. The Ontario Corporations Act or any successor legislation **including the Not-for-Profit Corporations Act, 2010 (upon becoming law) and the Electronic Commerce Act.**

Article Five: The society will conduct itself according to the attached by-laws and that these by-laws, once accepted as fact shall only be changed by a two-thirds majority vote of good-standing members of at least one year, at the Annual General Meeting, which, according to this constitution must be held in an open and accepted manner in the *calendar months of January or February* , and providing that notice of intent to change **the by-laws has been given at the previous Annual General Meeting . or at a Special Meeting called at the AGM through a voted motion that will follow the AGM in the same year.**

Article Six: The society will operate under the administration of a Board of Directors which will number no less than four **and no more than 8**, all members in good standing of at least six calendar months. The duties and powers of the Board will be provided for in the **By-laws., and over the age of 16 (sixteen)**

Article Seven: The society will adopt no by law that will be contrary to the aims, intent, and spirit of this Constitution.

Article Eight: No part of this constitution may be changed or deleted, however the constitution may be amended to, and then only in the following manner:

- ♦ A proposed amendment must be presented at the Annual General Meeting of the organization. **or at a Special Meeting called at the AGM through a voted motion that will follow the AGM in the same year**
- ♦ A vote of acceptance of an amendment may only be made at the Annual General Meeting following the presentation of said amendment.
- ♦ In order to be accepted an amendment must receive a two thirds majority of the eligible voting members at the Annual General Meeting.

Article Nine: Should the corporation cease to function, the disposal of property will be by sale and all debts will be dispersed . Any remaining funds will be put in a trust "Vince Jones Memorial Trust" for periodic disbursement by the trustees for the furtherment of rugby players upon application to the fund and meeting the criteria established by the Trust.

A series of by laws relating generally to the conduct and operation of the affairs of the Lindsay Rugby Football Club, which may do business as Lindsay Rugby Club, www.lindsayrugby.com, The Rugby Club, Lindsay .

Be it enacted and it is hereby enacted as a set of by laws of the LINDSAY RUGBY FOOTBALL CLUB (hereinafter referred as the "corporation") as follows:

TABLE OF CONTENTS

Section

1 .01 Definitions

.02 Interpretation

.03 Severability and Precedence

.04 Head Office and Seal

.05Execution of Contracts

2 Directors and the Board

.01 Election and Term

.02 Vacancies

.03 Filling Vacancies

.04 Committees

.05 Remuneration of Directors

.06 Powers of the Board

.01 Calling of Meetings

.02 Regular Meetings

.03 Notice

.04 Chair of Meetings

.05 Voting

.06 Participations by Other Communications Facilities

.07 Quorum

4 Financials

.01 Banking

.02 Financial Year

.03 Disbursement of Funds Deposit of Securities

5 Officers

.01 Officers

.02 Office Held at the Board's Discretion

.03 Duties members of the Executive and Board

.04 President

.05 Club Captain

.06 Treasurer

.07 Secretary

.08 VP Facility

6 Protection of Directors and Others

7 Conflict of Interest

8 Members

.01 Eligibility

.02 Membership

.03 Dues and payment of Dues

.04 Disciplinary Act or Termination of Membership for Cause

9 Member's Meetings

.01 Annual Meeting

.02 Special Meeting

.03 Notice

.05 Chair of the Meeting

.06 Voting of Members

.07 Adjournments

.08 Persons Entitled to be Present

10 Notices

.01 Service

.02 Computation of Time

.03 Error or Omission in Giving Notice

11 Adoption and Amendment of By Laws

Section 1 – General

1.01 Definitions

In this by-law, unless the context otherwise requires:

- 1 "Act" means the Not-for-Profit Corporations Act, 2010 (Ontario) and, where the context requires, includes the regulations made under it, as amended or re-enacted from time to time;
- 2 "Board" means the board of directors of the Corporation;
- 3 "By-laws" means this by-law (including the schedules to this by-law) and all other by-laws of the Corporation as amended and which are, from time to time, in force;
- 4 "Chair" means the President of the Board;
- 5 "Corporation" means the corporation that has passed these by-laws under the Act or that is deemed to have passed these by-laws under the Act;
- 6 "Director" means an individual occupying the position of director of the Corporation by whatever name he or she is called;
- 7 "Member" means a member of the Corporation;
- 8 "Members" means the collective membership of the Corporation;
- 9 "Officer" means an officer of the Corporation. Elected, appointed or hired to serve as an Officer including Board Directors of the Corporation (Executive Director, Officer, Director of Rugby) when not in conflict with their position on the Board.

1.02 Interpretation

Other than as specified in Section 1.01, all terms contained in this by-law that are defined in the Act shall have the meanings given to such terms in the Act. Words importing the singular include the plural and vice versa, and words importing one gender include all genders.

1.03 Severability and Precedence

The invalidity or unenforceability of any provision of this By-law shall not affect the validity or enforceability of the remaining provisions of this By-law. If any of the provisions contained in the By-laws are inconsistent with those contained in the Articles or the Act, the provisions contained in the Articles or the Act, as the case may be, shall prevail.

1.04 Head Office and Seal

The seal of the Corporation, an impression whereof is stamped into the margin hereof, shall be the Corporate Seal of the corporation. The Head Office of the Society shall be in the City of Kawartha Lakes in the Province of Ontario and at such a place therein as the board of directors may from time to time determine

1.05 Execution of Contracts

Deeds, transfers, assignments, contracts, obligations and other instruments in writing requiring execution by the Corporation may be signed by any two of its Officers or Directors. In addition, the Board may from time to time direct the manner in which and the person by whom a particular document or type of document shall be executed. Any person authorized to sign any document may affix the corporate seal, if any, to the document. Any Director or Officer may certify a copy of any instrument, resolution, by-law or other document of the Corporation to be a true copy thereof.

Section 2 – Directors

The affairs of the Corporation will be managed by the board of Directors (hereinafter referred to as the “Board”)

Powers of the Board

2.01 Election and Term

The Directors shall be elected by the Members; numbering four (4) but having no more than eight (8) members. The term of office of the Directors shall be from the moment of the adjournment of the Annual General Meeting (hereinafter referred to as Annual Meeting) of the Corporation in which the said Board member is elected or appointed until the adjournment of the next annual meeting. The Board will consist of eight (8) Directors. The length of office tenure will be two(2) years, leading to a rotation of elections for 4 directors positions each year.

Composition of the Board

- a) President**
- b) Vice President Facility**
- c) Vice President Game (Club Captain)**
- d) Treasurer**
- e) Secretary**
- f) Registrar**
- g) Fundraising**
- h) Social**

Election of Directors

Eligibility

Be sixteen (16) years of age or older

Be a resident of Canada as defined in the Income Tax Act

Willing to comply with the LRFC Conflict of Interest guidelines

Have the power under law to contract

Have not been declared incapable by a court in Canada or another country

Not have the status of Bankruptcy

Shall be in good standing for all of the 6 months prior to the election

Election

Four (4) Directors will be elected at each Annual Meeting.

Election of the board will be made by majority vote of all members in good standing at the Corporate Annual Meeting.

a) One valid nomination winner declared by acclamation.

B) Two or more valid nominations winner will be the recipient of the greatest number of votes. In the case of a tie, the nominee **receiving the** fewest votes will be deleted from the list of nominees and a second vote will be conducted.

The President shall endeavour to fill the slate prior to the Annual Meeting, **this shall be done by means of nomination which will include the written consent of the nominee by signed or electronic signature and be submitted to the Secretary of LRFC seven (7) days prior to the annual meeting. Nominations** may be taken from the floor **during the Annual Meeting** election of the New Board.

2.02 Vacancies

The office of a Director shall be vacated immediately:

- 1 If the Director resigns office by written notice to the secretary, which resignation shall be effective at the time it is received by the secretary or at the time specified in the notice, whichever is later; a director may not resign from the Corporation when the Director is subject to disciplinary investigation or action of the corporation.
- 2 If the Director dies or becomes bankrupt;
- 3 If the Director is found to be incapable of managing property by a court or under Ontario law; or
- 4 If, at a meeting of the Members, a resolution is passed by at least a majority of the votes cast by the Members removing the Director before the expiration of the Director's term of office.

2.03 Filling Vacancies

A vacancy on the Board shall be filled as follows:

- 1 A quorum (majority of the Directors elected at the Annual Meeting) of Directors may fill a vacancy among the Directors;
- 2 If there is not a quorum of Directors or there has been a failure to elect the minimum number of Directors set out in the articles, the Directors in office shall, without delay, call a special meeting of Members to fill the vacancy and, if they fail to call such a meeting, the meeting may be called by any Member;
- 3 If the vacancy occurs as a result of the Members removing a Director, the Members may fill the vacancy by a majority vote and any Director elected to fill the vacancy shall hold office for the remainder of the removed Director's term; and
- 4 The Board may fill any other vacancy by a majority vote, and the appointee shall hold office for the remainder of the unexpired portion of the term of the vacating Director. After that, the appointee shall be eligible to be elected as a Director.

2.04 Committees

Committees may be established by the Board as follows:

Subject to the limitations on delegation set out in the Act, the Board may establish any committee it determines necessary for the execution of the Board's responsibilities. The Board shall determine the composition and terms of reference for any such committee. The Board may dissolve any committee by resolution at any time.

2.05 Remuneration of Directors

The Directors shall serve as such without remuneration and no Director shall directly or indirectly receive any profit from occupying the position of Director; provided that:

- 1 Directors may be reimbursed for reasonable expenses they incur in the performance of their Directors' duties;
- 2 Directors may be paid remuneration and reimbursed for expenses incurred in connection with services they provide to the Corporation in their capacity other than as Directors, provided that the amount of any such remuneration or reimbursement is: (i) considered reasonable by the Board; (ii) approved by the Board for payment by resolution passed before such payment is made; and (iii) in compliance with the conflict of interest provisions of the Act;

2.06 Powers of the Board

Except as otherwise provided in the Act or these By laws, the Board has the powers of the Corporation and may delegate any of its powers, duties and functions.

The Board is empowered to

- a) Make policies and procedures or manage the affairs of the Corporation in accordance with the Act and these By Laws
- b) Make policies and procedures relating to discipline of members and registered participants, and will have the authority to discipline members in accordance with such policies.
- c) Make policies and procedures relating to management of disputes within the Corporation.

- d) Employ or engage under contract such persons as it deems necessary to carry out the work of the Corporation.
- e) Determine registration procedures membership dues recommend participant dues and determine other registration requirements.
- f) Enable the Corporation to receive donations and benefits for the purpose of furthering the purposes of the Corporation.
- g) Make expenditures for the purpose of furthering the objects and purposes of the Corporation
- h) Borrow money upon the credit of the Corporation as it deems necessary in accordance with these By Laws
- I) Perform any duties from time to time as may be in the best interests of the Corporation.
- j) Approval of the annual budget .

Section 3 - Board Meetings

3.01 Calling of Meetings

Meetings of the Directors may be called by the President or any two (2) Directors or any three (3) members of the Corporation;

3.02 Regular Meetings

The Board may fix the place and time of regular Board meetings and send a copy of the resolution fixing the place and time of such meetings to each Director, and no other notice shall be required for any such meetings.

3.03 Notice

Notice of the time and place for the holding of a meeting of the Board shall be given in to every Director of the Corporation not less than seven days before the date that the meeting is to be held. Notice of a meeting is not necessary if all of the Directors are present, and none objects to the holding of the meeting, or if those absent have waived notice or have otherwise signified their consent to the holding of such meeting. **If a quorum of Directors is present, each newly elected or appointed Board may, without notice, hold its first meeting immediately following the annual meeting of the Corporation.**

3.04 Chair

The President shall preside at Board meetings. In the absence of the Chair, one of the Vice Presidents present shall to act as the Chair excepting the Secretary.

3.05 Voting

Each Director has one vote. Questions arising at any Board meeting shall be decided by a majority of votes. In case of an equality of votes, **the Chair shall/shall not have a second or casting vote. should a tie be recorded then the motion will be considered defeated.**

3.06 Participation by Telephone or Other Communications Facilities

If all the Directors participating consent, a Board meeting may be held by telephone, electronic or other communication facilities that permit all persons participating in the meeting to communicate adequately with each other at the same time, and a Director participating by such means is deemed to be present at that meeting.

Section 4 - Financial

4.01 Banking

The Board shall by resolution from time to time designate the bank in which the money, bonds or other securities of the Corporation shall be placed for safekeeping.

4.02 Financial Year

The **financial year of the Corporation ends on March 31st in** each year or on such other date as the Board may from time to time by resolution determine.

4.03 Annual Financial Statements

The Directors will approve the financial statements of the Corporation of the last fiscal year of the corporation but not more than 6 months prior to the Annual meeting. The approved financial statements will be presented before the members at every Annual Meeting. A copy of the Annual financial statements will be provided to any member **requesting them not less than 21 days before** the Annual Meeting

4.04 Books Records Signing Authority

Contracts, agreements, deeds, leases, mortgages, charges conveyances transfers and assignments of property, leases and discharges for the payment of money or other obligations, conveyances, trans-

fers and assignments of shares, stocks, bonds, debentures, or other securities, agencies, powers of attorney, instruments of proxy, voting certificates returns, documents reports, or any other instruments in writing to be executed by the corporation will be executed by at least one(1) of the officers or other individuals, as designated by the Board. In addition, the Board may direct a manner in which the person or persons by whom any particular instrument or class of instruments may or will be signed.

All books and records of the Corporation required by these By laws or the applicable law will be necessarily and properly kept.

4.05 Auditors/Accountants

At each annual meeting the members will appoint an auditor or acknowledge an accountant to produce at least a Notice to reader on the books, accounts and records of the Corporation. They will hold office until the next annual meeting. They will not be an employee or a director of the corporation and must be permitted to conduct an audit of the corporation under the Public Accounting Act, 2004, as amended.

4.06 High Value Contracts

All financial instruments and contracts with a value larger than \$ 5000 must be signed by two (2) officers or other individuals as designated by the Board that hold the signing authority of the corporation.

4.07 Property

The corporation may acquire, lease, sell, or otherwise dispose of securities, lands, buildings, or other property, or any right or interest therein, for such consideration and upon such terms and conditions as the board may determine.

4.08 Borrowing

Board may from time to time

A) Borrow money on the credit of the corporation

B) Issue reissue sell or pledge debt obligations including bonds, debentures, debenture stock, notes or other like liabilities (secured or unsecured) of the corporation

C) Give a guarantee on behalf of the corporation to secure performance of an obligation of any person

D) Charge, mortgage, hypothecate or pledge all or any currently owned or subsequently acquired real or personal, moveable or immovable property of the Corporation, including book debts, rights, powers, franchises and undertakings, to secure any debt or liability of the Corporation.

Section 5 – Board Members

All members of the board will be required to attend all meetings of the board and perform such duties as may from time to time be determined by the board.

Executive Board Members President, VP Game, VP Facility and Treasurer

Shall be responsible for the administration of and general direction of the corporation according the articles of the Constitution By laws, Standing rules and general policies of the Corporation.

5.01 Officers

The board shall appoint from among the Directors a person to **be president , treasurer and secretary at its first meeting following the Annual Meeting. The office of treasurer and secretary may be held** by the same person and may be known as the secretary-treasurer. The Board may appoint such other Officers and agents as it deems necessary, and who shall have such authority and shall perform such duties as the Board may prescribe from time to time.

5.02 Office Held at Board's Discretion

Any Officer shall cease to hold office upon resolution of the Board.

5.03 Duties

Board members shall a.be responsible for the duties assigned to them and they may delegate to others the performance of any or all of such duties.

b) Act honestly and in good faith with a view to the best interests of the Corporation

c) Exercise the care, diligence and skill that a reasonable prudent person would exercise in comparable circumstances.

5.04 Duties of the President

The President shall perform the duties described in Schedule A and such other duties as may be required by law or as the Board may determine from time to time.

5.05 Duties of Club Captain,

The Club Captain shall act as leader of the playing members of the corporation. In this role he will nominate the playing captains for all teams of the corporation. He should by example and demonstration lead the players in their conduct both on and off the field during matches . He should attend at meetings of the Executive and Board providing input on the needs and betterment of all the playing aspects of the Corporations functions. The VP Game shall perform the duties described in Schedule A and such other duties as may be required by law or as the Board may determine from time to time.

5.06 Duties of the Treasurer

The treasurer shall perform the duties described in Schedule A and such other duties as may be required by law or as the Board may determine from time to time.

5.07 Duties of the Secretary

The secretary shall perform the duties described in Schedule A and such other duties as may be required by law or as the Board may determine from time to time.

5.08 Duties of the Vice President Facility

The VP facility shall perform the duties described in Schedule A and such other duties as may be required by law or as the Board may determine from time to time .

Section 6 - Protection of Directors and Others

No Director, Officer or committee member of the Corporation is be liable for the acts, neglects or defaults of any other Director, Officer, committee member or employee of the Corporation or for joining in any receipt or for any loss, damage or expense happening to the Corporation through the insufficiency or deficiency of title to any property acquired by resolution of the Board or for or on behalf of the Corporation or for the insufficiency or deficiency of any security in or upon which any of the money of or belonging to the Corporation shall be placed out or invested or for any loss or damage arising from the bankruptcy, insolvency or tortious act of any person, firm or Corporation with whom or which any moneys, securities or effects shall be lodged or deposited or for any other loss, damage or misfortune whatever which may happen in the execution of the duties of his or her respective office or trust provided that they have:

complied with the Act and the Corporation's articles and By-laws; and

Exercised their powers and discharged their duties in accordance with the Act.

Section 7 - Conflict of Interest

A Director who is in any way directly or indirectly interested in a contract or transaction , or proposed contract or transaction, with the Corporation shall make the disclosure required by the Act. Except as provided by the Act, no such Director shall attend any part of a meeting of Directors or vote on any resolution to approve any such contract or transaction.

Section 8 - Members

8.01 Members

Open to any person who expresses a desire to further the aims of Rugby Union Code and the spirit of the constitution of this corporation and upon the payment of an annual due to the club Rugby Ontario and Rugby Canada that places them in good standing with all three corporations.

Notwithstanding the above, membership may be denied to any persons, who in the act contrary to the good of the Corporation, the Union or the sport of Rugby by means of the following process:

1) With the exception of life members who will need to apply only once; annually, each returning member or prospective member will complete an application form, that will include a commitment to follow the club code of conduct and a confirmation that they are in good standing with the Corporation and all other rugby clubs.

2) Applications will be reviewed by the registrar and club executive to determine eligibility for membership.

3) If the Registrar and or the Club Executive have reason to believe that a prospective new or returning member's behaviour or actions have been contrary to the club code of conduct or contrary to the good of the Corporation, the Union or the Sport of Rugby, the application of the returning or prospective new member will be subject to further review by the Executive.

4) If upon further review the Executive has sufficient reason to believe that a prospective new or returning member's behaviour or actions have been contrary to the club code of conduct or contrary to the good of the Corporation, the Union or the Sport of Rugby the prospective new or returning member will be asked to attend a meeting of the Membership Committee to support their application for membership. The Membership Committee will be comprised of the Executive and an adult member representing each of the club teams.

5) The meeting will offer the opportunity for the Membership Committee to discuss its concerns with the prospective new or returning member who will be given the opportunity to support application for membership.

6) At the conclusion of the meeting, the Membership Committee will conduct a vote to determine if membership of the prospective new or returning member will be rejected. A two thirds (2/3) majority vote of the Membership Committee will be required to reject the membership application. This vote may be taken as a secret/written ballot if 2/3 vote in favour.

8.02 Membership

A membership in the Corporation is not transferable and automatically terminates if the Member resigns or such membership is otherwise terminated in accordance with the Act.

8.03 Disciplinary Act or Termination of Membership for Cause

Upon 15 days' written notice to a Member, the Board may pass a resolution authorizing disciplinary action against any member of the Corporation for actions contrary to the club Code of Conduct and or the laws and spirit of Rugby Union Football, or which are considered detrimental to the Corporation and the Union code.

The notice shall set out the reasons for the disciplinary action. The Member receiving the notice shall be entitled to give the Board a written submission appealing the disciplinary action not less than 5 days before the end of the 15-day period. The Board shall consider the written submission of the Member before making a decision regarding disciplinary action. Disciplinary action will be

progressive in nature, up to and including the termination of membership and expulsion from the Club. The process will be detailed in the Club Discipline policy and Rugby Ontario's Discipline policy will be used as a guide/reference.

Section 9 - Members' Meetings

9.01 Annual Meeting

The annual meeting shall be held on a day and at a place within Ontario fixed by the Board. Any Member, upon request, shall be provided, not less than 21 days before the annual meeting, with a copy of the approved financial statements, auditor's report or review engagement report and other financial information required by the By-laws or articles.

The business transacted at the Annual meeting shall include:

- 1 Receipt of the agenda;
- 2 Receipt of the minutes of the previous annual and subsequent special meetings;
- 3 Consideration of the financial statements;
- 4 Report of the auditor or person who has been appointed to conduct a review engagement;
- 5 Reappointment or new appointment of the auditor or a person to conduct a review engagement / notice to reader for the coming year;
- 6 Election of Directors; see section 2.01
- 7 Such other or special business as may be set out in the notice of meeting.
- 8 Membership dues will be determined annually at the Annual Meeting

No other item of business shall be included on the agenda for Annual meeting unless a Member's proposal has been given to the secretary prior to the giving of notice of the Annual meeting in accordance with the Act, so that such item of new business can be included in the notice of Annual meeting.

9.02 Special Meetings

The Directors may call a special meeting of the Members. The Board shall convene a special meeting on written requisition of not less than one-tenth of the Members for any purpose connected with the affairs of the Corporation that does not fall within the exceptions listed in the Act or is otherwise inconsistent with the Act, within 21 days from the date of the deposit of the requisition.

9.03 Notice

Subject to the Act, not less than 10 and not more than 50 days written notice of any annual or special Members' meeting shall be given in the manner specified in the Act to each Member and to the auditor or person appointed to conduct a review engagement. Notice of any meeting where special business will be transacted must contain sufficient information to permit the Members to form a reasoned judgment on the decision to be taken. Notice of each meeting must remind the Member of the right to vote by proxy.

9.04 Quorum

A quorum for the transaction of business at a Members' meeting is a majority of the Members entitled to vote at the meeting, whether present in person or by proxy. If a quorum is present at the opening of a meeting of the Members, the Members present may proceed with the business of the meeting, even if a quorum is not present throughout the meeting.

9.05 Chair of the Meeting

The President shall be the chair of the Members' meeting; in the Presidents absence, the Members present at any Members' meeting shall choose another Director as chair and if no Director is present or if all of the Directors present decline to act as chair, the Members present shall choose one of their number to chair the meeting.

9.06 Voting of Members

Members in good standing will have voting privileges the eligibility to vote will be sixteen years (16) or older. Resident of Ontario, and a full member in good standing.

Business arising at any Members' meeting shall be decided by a majority of votes unless otherwise required by the Act or the By-law provided that:

Member shall be entitled to one vote at any meeting; and may, by means of a proxy, to appoint a proxy holder to attend and vote on behalf of the member a Proxy must

- a) Be signed by the member

b) Be assigned to another member

c) Comply with the form as stipulated by the Corporation

d) Be submitted to the secretary 2 days prior to the meeting of the members.

The total number of proxy votes a member is permitted to hold is up to a maximum of 10.

2. Votes shall be taken by a show of hands among all Members present and the Chair of the meeting, if a Member, shall have a vote;

3. An abstention shall not be considered a vote cast;

4. Before or after a show of hands has been taken on any question, the chair of the meeting may require, or any Member may demand, a written ballot. A written ballot so required or demanded shall be taken in such manner as the chair of the meeting shall direct;

5. If there is a tie vote, the chair of the meeting shall require a written ballot, and shall have a second or casting vote

6. Whenever a vote by show of hands is taken on a question, unless a written ballot is required or demanded, a declaration by the chair of the meeting that a resolution has been carried or lost and an entry to that effect in the minutes shall be conclusive evidence of the fact without proof of the number or proportion of votes recorded in favour of or against the motion.

7. A written resolution in writing signed by all the members is as valid as if it had been passed at a meeting of the members .

8. Except on demand by at least ten members for a secret ballot prior to the vote being held, voting on resolutions or proposals other than the election of directors will be held by means of a show of hands.

9.07 Adjournments

The Chair may, with the majority consent of any Members' meeting, adjourn the same from time to time and no notice of such adjournment need be given to the Members, unless the meeting is adjourned by one or more adjournments for an aggregate of 30 days or more. Any business may be brought before or dealt with at any adjourned meeting which might have been brought before or dealt with at the original meeting in accordance with the notice calling the same.

9.08 Persons Entitled to be Present

The only persons entitled to attend a Members' meeting are the Members, the Directors, the auditors of the Corporation (or the person who has been appointed to conduct a review engagement, if any) and others who are entitled or required under any provision of the Act or the articles to be present at the meeting. Any other person may be admitted only if invited by the Chair of the meeting or with the majority consent of the Members present at the meeting.

Section 10 - Notices

10.01 Service

Any notice required to be sent to any Member or Director or to the auditor or person who has been appointed to conduct a review engagement shall be provided by telephone, delivered personally, or sent by prepaid mail, facsimile, email or other electronic means to any such Member or Director at their latest address as shown in the records of the Corporation and to the auditor or the person who has been appointed to conduct a review engagement at its business address, or if no address be given then to the last address of such Member or Director known to the secretary; provided always that notice may be waived or the time for the notice may be waived or abridged at any time with the consent in writing of the person entitled thereto .

10.02 Computation of Time

Where a given number of days' notice or notice extending over any period is required to be given, the day of service or posting of the notice shall not, unless it is otherwise provided, be counted in such number of days or other period .

10.03 Error or Omission in Giving Notice

No error or accidental omission in giving notice of any Board meeting or any Members' meeting shall invalidate the meeting or make void any proceedings taken at the meeting.

Section 11 - Adoption and Amendment of By-laws

The Members may from time to time amend this by-law by a majority of the votes cast. The Board may from time to time in accordance with the Act pass or amend this **by**-law other than a provision respecting the transfer of a membership or to change the method of voting by members not in attendance at a meeting of members.

Enacted [*insert date, except where Corporation is deemed to have passed this by-law under Section 18(1) of the Act.*].

President

Secretary

Board member descriptions

Standards of performance for board members

The board expects its members to carry out their duties in an ethical and professional manner, including proper use of authority. Meeting appropriate performance standards, makes it possible to do the work of the board in an efficient and effective way.

Performance standards expected for board volunteers include:

- Being loyal to the organization and its membership
- Avoiding conflict of interest
- Not exercising the individual authority over staff or the society
- Dealing with the public clients staff and each other in a fair ethical and straight forward manner
- Fostering friendly positive working relationships between volunteers and staff
- Being prepared for and actively participating in meetings
- Maintaining confidentiality of board business

Speaking positively of the organization to the public.

Legal implications for board members

Board members are required to carry out their roles, responsibilities, and functions with a full understanding and appreciation of the considerable legal responsibilities that go with the position.

- As a new board member, your best protection is prevention, make sure that you are aware of your legal responsibilities as a board member
- Know that policies are in place to guide the actions and behaviors of both board members and staff.
- Manage the organizations affairs as you would your own

Participate in completing annual liability checklists

Job descriptions should contain

- Position title
- Work location
- Purpose of the position/committee
- Responsibilities and duties
- Evaluation
- Qualifications and skills training
- Time and financial requirements.

Other date of description; line of responsibility; submission of hours of volunteering

Schedules

The Board of the Lindsay Rugby Football club

1 Board member appointed or elected

Link to mission: Member of the board continually inspires others to contribute their talent to the community. They also are the leaders in volunteerism in the community.

Position: member of the board

Responsible: Board of directors (chair)

Responsibilities

- Commit to the mission and work of LRFC
- Serve as knowledge center in areas of board governance, not for profit sector
- Serve or Chair a task force or committee
- Attend monthly board meetings and come prepared
- Support of special events

Promote the organization in the community

Skills

- Ability to work as part of a team
- Planning ability
- communicator
- Knowledge of LRFC
- Knowledge of board governance
- Connected in community
- Ability to analyze
- Long term commitment to LRFC

Day Officer as required for home fixtures

Time commitment

5 hours a month for 2 years on board responsibility additional time may be required for other volunteer roles taken on during term of board service.

Evaluation

Self and by the board annually.

Schedule A

2 Board President Executive Director

Link to mission: The President continually works to ensure a full understanding of volunteering and its importance in building individuals and building community

Position: President

Responsible to Board of directors and membership

Responsibilities

- Provides leadership to the board
- Liaises with Vice Presidents
- Takes responsibility along with the Executive Directors for the overall resource plan of the organization
- Represents the LRFC at external events.

- Promotes the organization in the community
- Is an active relationship builder
- Ensures there is a process of evaluation for board members and the board as a whole

Child Protection Officer

Skills

- Leadership skills and attributes
- Visionary
- Planning ability
- Strong communicator
- Knowledge of LRFC
- Good facilitator
- Knowledge of governance
- Networking ability
- Connected in community
- Understands evaluation
- Ability to conduct a meeting
- Ability to analyze and take risks

Long term commitment to LRFC

Time commitment

10 – 25 hours per month for 2 years, this role only

Evaluation: by board and self annually.

Schedule B

3 Board Vice Presidents Club Captain (VP Game) and VP Facilities Executive Directors

Link to mission: The VP continually inspires people to volunteer. Working with the President ensures that the future direction and programs of LRFC inspire and build leadership in the sporting rugby community

Position: Vice Presidents Executive Directors

Responsible to Board of directors

Responsibilities as Board member

- One will assume the role of President at the completion of the President's term
- Member of the Executive
- One chairs board meetings in the absence of the President
- Meets regularly with President to discuss work of the Board,
- Club administrative knowledge to assume the role of President
- Along with other directors recruits new members of the board/and committees

Promotes the organization in the community

Responsibilities as Vice President Facility

- Chair Social Committee
- Chair Property Committee
- Participate on Match committee
- Manage rentals
- Manage hall and club house
- Manage bar and staff
- Management and Signing officer for house

Management of grounds keeping

Responsibilities as Club Captain / VP Game

- Chair match committee
- Chair Discipline committee
- Participate in Social committee
- Participate in Property committee
- Manage head coach team managers and team coaches
- Allocate and manage the Day officers for home activities.
- Interact with Club, TRU and RO on all rugby related issues

Liaise with Registrar on matters of the registration and membership of club

Skills

- Strong communicator
- Knowledge of LRFC
- Good facilitator with authority
- Knowledge of Board self governance
- Connected in community
- Ability to conduct a meeting

Long term commitment to LRFC

Time commitment

5- 15 hours per month for 2 years

Evaluation: by self and board

4 Treasurer Executive Director

Link to mission: Ensures financial accountability of the organization to guarantee fiscal responsibility and also means the club will be open and available to continue delivering its mission.

Position: Treasurer

Responsible to the Board of directors

Responsibilities

- Chair Financial committee
- Participate in the social committee
- Participate in the property committee

- Committed to the work of LRFC
 - Gives monthly reports to the Board on the financial state of the club
 - Executive Director and part of any sustainability committees.
 - Acts a signing officer of the Board (two signature rule)
 - Ensures current and acceptable financial practices are in place in the organization
 - Meets annually with the accountants to finalize the financial statements (notice to reader or audit) of the club and sign the official submissions to Revenue Canada
- Speaks for the budget in partnership with the board; to the membership

Skills

- Current knowledge of accounting practices
- Planning ability
- Knowledge of LRFC
- Knowledge of board governance
- Connected in community
- Ability to analyze

Long term commitment to LRFC

Time commitment

5 – 19 hours month for 2 years

Evaluation: by self and board

5 Board Secretary

Link to mission: Secretary Keeps record of the work of the board to ensure decisions made are available. That enables ongoing mission delivery and clarity on where we have been to ensure we are going in the right direction.

Position: Secretary

Responsible to board of directors

Responsibilities

- Committed to the work of the LRFC
- Keeps copies of LRFC by laws and policy statements
- Brings official minute book to meetings cares for the seal
- Keeps record of board attendance year end reporting of attendance
- Records minutes of meeting

Ensures copies of minutes of both board and committee meetings are kept and posted on the web site www.lindsayrugby.com

- Ensures minutes of meetings are distributed promptly after meetings
- Notification of AGM

Compilation of AGM report and record book

Skills

- Ability synthesizes and determines focus
- Organizational ability
- Visionary
- Planning ability
- Strong communicator
- Knowledge of LRFC
- Active volunteer
- Knowledge of board governance
- Connected in community
- Ability to analyze and take risks

Long term commitment to LRFC

Time commitment

5 – 10 hours month for 2 years

Evaluation: self and board annually.

6Board Directors Registrar,

Link to mission: ensures that the future direction and programs of LRFC inspire and build a conforming, safe and registered membership.

Position: Director Registrar

Responsible to Board of directors

Responsibilities as Board member

- manage the registration process
- Member of the Board
- Understands the process imposed by the PSO and NSO
- Creates registration dates and manages the administration of correct forms ,
- Recommends the best policies to enable all to register as players
- Coordinate all methods of registration reporting to the board

Promotes the organization in the community

Skills

- Strong communicator computer skills
- Knowledge of LRFC
- Understanding of excel and online processes
- Knowledge of NSO system
- Approachable by memberships
- Ability to explain a complex system

Paperwork and organization

Time commitment

5- 15 hours per month for 2 years

Evaluation: by self and board

7 Board Directors Fundraising

Link to mission: ensures that the future direction and programs of LRFC will be financially stable and expansive, to continue to offer programs as affordable as possible.

Position: Director Fundraising

Responsible to Board of directors

Responsibilities as Board member

- manage the events that are annual or special as fundraisers for club
- Member of the Board
- Reporting and coordination with Treasurer on all events
- Creates and manages specific events ,
- Recommends the best practices and ideas for fundraising
- Coordinate all fundraising activity

Promotes the organization in the community

Skills

- Strong communicator with community at large
- Knowledge of LRFC
- Understanding the value of community and club and the value of financial support

Connected in the community at large.

- Ability to recruit and manage volunteers and attract support

Paperwork and organization

Time commitment

5- 15 hours per month for 2 years

Evaluation: by self and board

Non board positions

8 Volunteer Positions and sub committees

Job description head up smaller groups of members or volunteers to achieve a specific focused or narrow activity or objective

Link to Mission

Working with the President and members of the executive or Board Directors to ensure that the future direction and programs of LRFC inspire and build leadership in the sporting rugby community.

Job Title

Chair of Sub Committee with responsibility for specific task

Purpose of position

To allow volunteers time to be used to support a specific event or element of the overall activities of the club, therefore relieving the time pressure on the Executive. to build and grow the programs of the club and still deliver a quality service and product for the members of the club.

Key responsibilities

Identify a specific area of interest or need within the clubs calendar or mandate and create a specific subcommittee to manage and recommend activities to attain the goal or objective for the club and members

Reports to:

Board of Directors with the involvement of the Director/s most closely associated with the activity of the sub committee

Length of appointment

2 years

Time commitment

2 – 5 hours during the peak of the activity

Personal Qualifications

- Determined and organized
- Knowledge and understanding of the importance of the activity for the natural good of the club.
- Enthusiastic and outward going

Able to cope with tension

Dress code

Appropriate for the activity at the given time

Required certifications

If involved with youth High 5

Lodge a police check with the club

Development opportunities

Successful completion of a project leading to greater involvement with the club or with the PSO and NSO

Application of principles of management to other personal activities

Community hours and involvement

Satisfaction of giving back to the community

C Team Positions

2 Job Title Team Manager

Purpose of position

- Support and aid the players and coaching staff of the specific team to successfully complete their schedule of play

Do all the necessary paperwork surrounding the team and Board, including Annual Meeting Reports.

Key responsibilities

- All forms and payments are completed for all team members and submitted to registrar in timely fashion, also to notify team of default or incomplete records, payments, and the effect on the team
- Keep records of policies and procedures of LRFC/RO/RC as pertains to team.
- Disseminate all relevant practice and match play information
- Communications with Teams, from Club and Provincial Organization
- Liaise with Board through VP game
- Manage team involvement in manning car park or other fundraising activities and to secure an adult to be the day officer at home games of the team.
- Manage team kit and maintenance,

To manage the reporting of results to convener by 2 hour rule of result and submission of game sheet to RO.

Reports to:

Club Captain/VP Game

Works with team coach

Length of appointment

Minimum April to March of any given season. With planning and following season managed during the November – April period.

Time commitment

playing season 3 x a week 3 – 6 hours two practices a week and a match

off season 2 hours month

Personal Qualifications

- Committed to the specific team managing as well as the club
- Determined and organized
- Enthusiastic and outward going

Able to cope with tension

Dress code

When representing LRFC

Or at matches home or away always sport casual, club colours/kit preferred

Not to bring the club into disrepute.

Required certifications

U15 and under High 5

Police Check

Development opportunities

Management in sport of elite levels

Opportunity for resume enhancement

Vocational experience/training placement

Employment Reference opportunity

Community involvement

10 Job Title Team Coach

Purpose of position

- Coach the players of the specific team to successfully complete their schedule of play, while improving on all facets of the game and experience.

Notify and participate with the team manager of all necessary paperwork surrounding the team and Board, including Annual Meeting Reports.

Key responsibilities

- Support the manager to ensure all forms and payments are completed for all team members
- Keep records of policies and procedures of LRFC/RO/RC as pertains to team competition and play.
- Determine all relevant practice and match play practice plans and line ups
- Liaise with Board through VP game
- Be at all practices and matches prepared and equipped,

Reporting of results to convener by 2 hour rule of result and submission of game sheet to RO.

Reports to:

Club Captain/VP Game

Works with team managers and assistant coaches

Length of appointment

Minimum April to March of any given season. With planning and following season managed during the November – April period. Remain with the club and where possible continue to coach teams over several years,

Time commitment

playing season 3 x a week 3 – 6 hours two practices a week and a match

off season 2 hours month

Personal Qualifications

- Committed to the specific team as a coach as well as the club
- Determined and organized with plans
- Enthusiastic and outward going
- Able to cope with tension

Prepared to upgrade aspects of rugby and be up to date.

Dress code

When representing LRFC

Or at matches home or away always sport casual, club colours/kit preferred

Not to bring the club into disrepute.

Required certifications

U15 and under High 5

Police Check

Appropriate level of NCCP and full certification

Development opportunities

Management in sport of elite levels

Opportunity for resume enhancement

Vocational experience/training placement

Employment Reference opportunity

Community involvement

D Paid Positions

Job Description

11 Head Coach

12 Development officer

	income \$	#	%
Can v Ire	949	1	1
bottle drive	1363	2	2
gate donation	1218	3	2
tounament	2233	4	3
jumpstart	1140	5	2
registration	47445	6	67
field rental	1500	7	2
donations	500	8	1
banquets	1990	9	3
bingo	11479	10	16
player exp		11	
equipment	500	12	1
showers		13	
physio refs		14	
	70317		

- 1 The numbers are generous. They have included any direct or indirect player based income, so no comparison to the overall income v expenditure chart can be made, as i have moved numbers.
- 2 The main point being that the players can just meet the basic costs of running teams with the income provided by the above listing.
- 3 What is not covered is insurance, loan repayments, maintenance, social food, hall repairs,
- 4 The importance of Rob Stokes, Xmas party , successful club events, and grant money allows the club as a facility to improve .
- 5 the lack of volunteerism increases the pressure on the club as many services are now paid for , so this means it will fall back on the dues to meet the shortfall.

1 The numbers are generous. They have included any direct or indirect player based income, so no comparison to the overall income v expenditure chart can be made, as i have moved numbers.

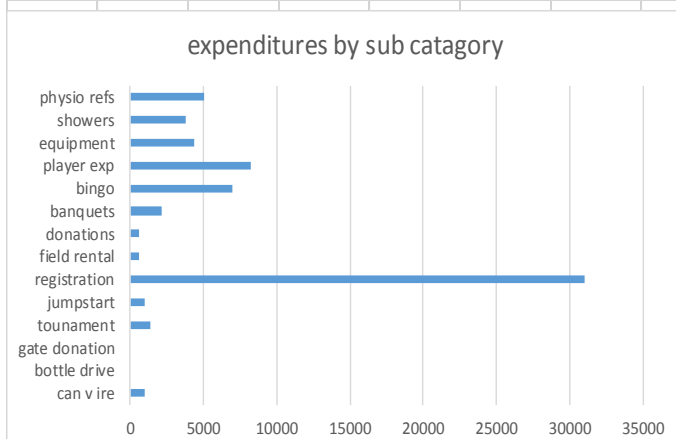
2 The main point being that the players can just meet the basic costs of running teams with the income provided by the above listing.

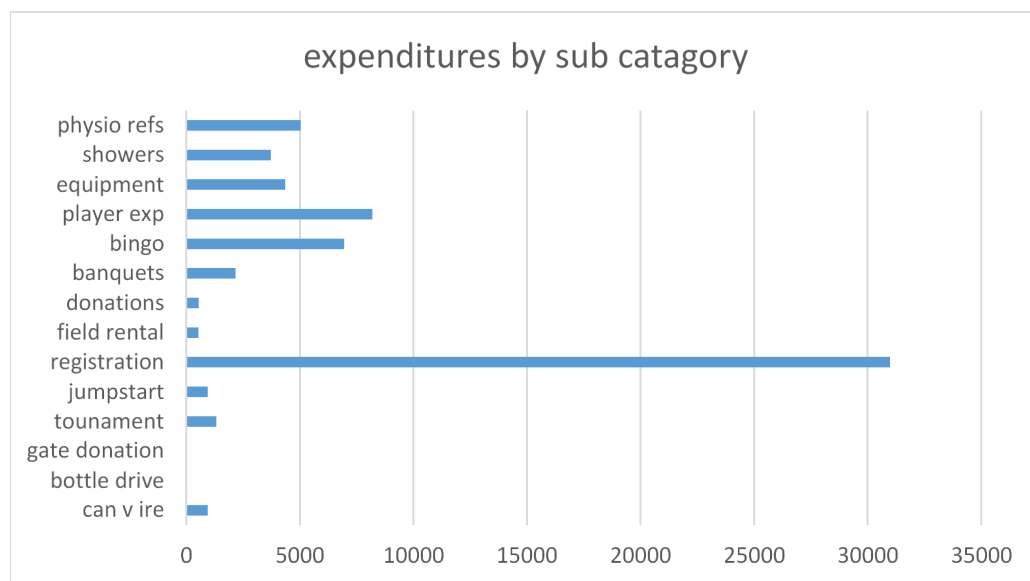
3 What is not covered is insurance, loan repayments, maintenance, social food, hall repairs,

4 The importance of Rob Stokes, Xmas party , successful club events, and grant money allows the club as a facility to improve .

5 the lack of volunteerism increases the pressure on the club as many services are now paid for , so this means it will fall back on the dues to meet the shortfall.

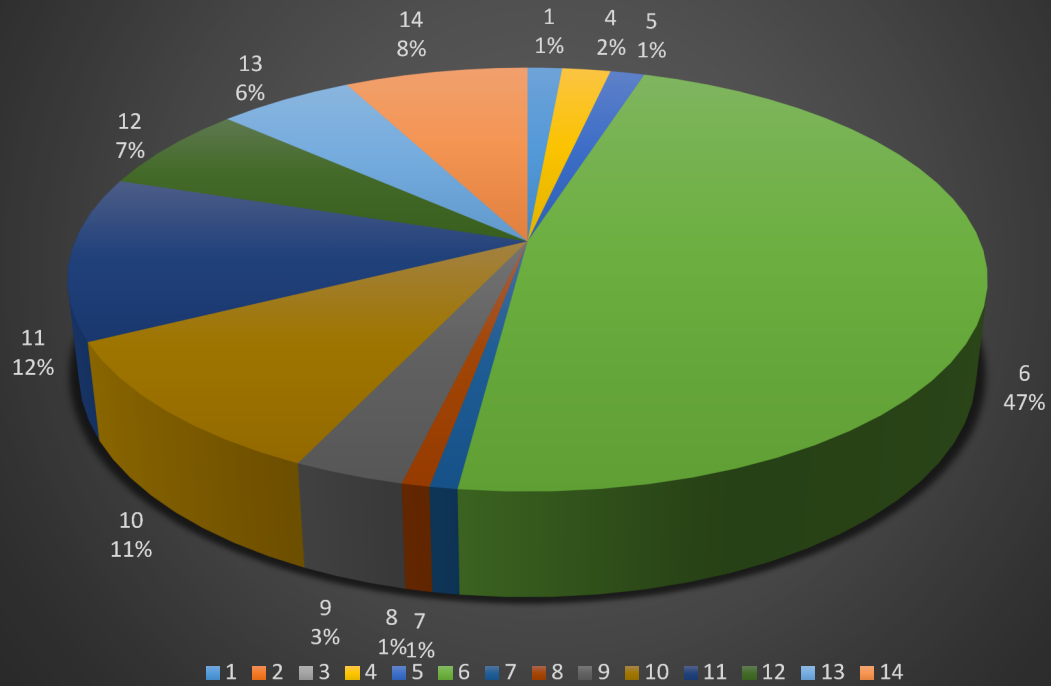
full expenditure by category			
can v ire	1	950	
bottle drive	2		
gate donation	3		
tounament	4	1326	
jumpstart	5	940	
registration	6	30979	
field rental	7	542	
donations	8	546	
banquets	9	2166	
bingo	10	6946	
player exp	11	8200	
equipment	12	4363	not shown on pie chart
showers	13	3729	
physio refs	14	5040	
		65727	





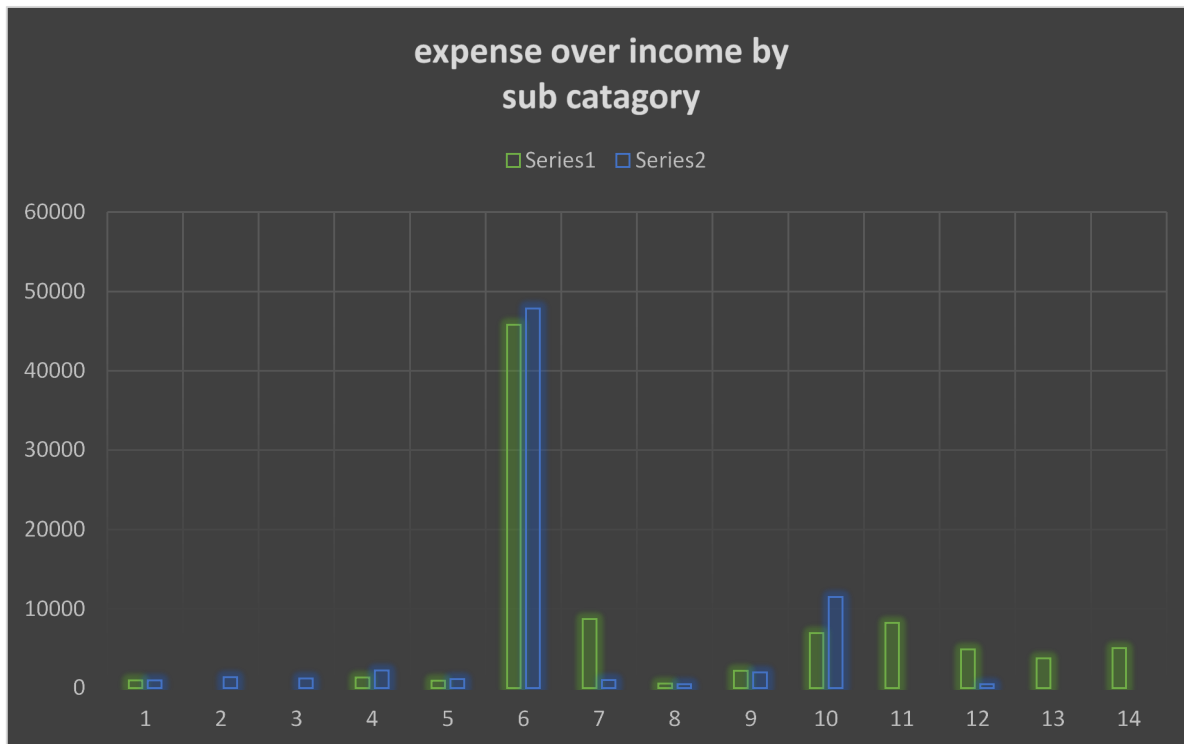
	<u>full expenditure by category</u>	-	-			
can v ire		1	950			
bottle drive		2				
gate donation		3				
tournament		4	1326			
jumpstart		5	940			
registration		6	30979			
field rental		7	542			
donations		8	546			
banquets		9	2166			
bingo		10	6946			
player exp.		11	8200			
equipment		12	4363	not shown on pie chart		
showers		13	3729			
Physio. refs		14	5040			
			65727			

expenses by sub catagory membership



can v ire		1	950	1
bottle drive		2		
gate donation		3		
tounament		4	1326	2
jumpstart		5	940	1
registration		6	30979	47
field rental		7	542	1
donations		8	546	1
banquets		9	2166	3
bingo		10	6946	11
player exp		11	8200	12
equipment		12	4363	7
showers		13	3729	6
physio refs		14	5040	8
			65727	

Expenses over income by sub category membership



green is expense		blue income				
	expense	income		%		
can v ire	950	949	1		0	
bottle drive		1363	2			
gate donation		1218	3			
tournament	1326	2233	4			
jumpstart	940	1140	5			
registration	45794	47855	6			
field rental	8685	1000	7			
donations	546	500	8			
banquets	2166	1990	9			
bingo	6946	11479	10			
player exp	8200		11			
equipment	4863	500	12			
showers	3729		13			
physio refs	5040		14	24 occasions ref and physio		
	89185	70227			5500	Exp over income

Breakown of Rugby Ontario/Rugby Canada and Lindsay Rugby shares of dues comparason 2013 and 2014 also Lindsay dues structure vs TRU Marshall clubs 2013 Due recommendations for 2014 Lindsay for AGM vote.													
membership costs													
membel	type	RO/RC membership costs				2014	lrfc dues proposed for 2014						
8	Board		144		144			0					
5	coaches		144.5		149			0					
102	juniors		132.5		132.5			250	U18 no student fee snrs				
1	medical		25		25			0					
34	minors		54.5		39.5			100					
72	seniors		164.5		169			400/450	women/men				
3	visitors		50		50			75					
	masters		0		98.5			175					
#REF!	team costs		1250		1900								
	club membership	TRU	150		150			125/					
	snr flag		50		54.5			75					
	winter		40		44.5			40					
	referee		204.5		209			209					
total cost of club													
	expenditure		by member				RC portion	club portion					
225	262474		1166.55										
211	262474		1243.95										
102						13515							
72						11844	1181	10 paid full		2160 club paid coaches,board		15	
34						1853							
						27212	1181						

Comparison for 2013 other club													
club rates 2013	MEN	WOMEN	old boys	u20	U18	U16	U14	U12	U10	SOCIAL	CLUBHHU=====	STUDENT	House league
AJAX	450	325				300	300	300	250	20		325	
AURORA	425	340				275	275	275	225	225		295	
BAY ST	400												
BELLEVILLE	300	300	225	275	225	225							
BRAMPTON	390	320		320	295	295		200	200				
BROCK	NA												
COBOURG	375	375	210		260	250						335	
ETOBICOKE	190				150					20	175	subsidised	
GEORGIAN BAY	300				240		240	175	100				
LINDSAY	350	350			260			200		75	250		
MARKHAM	425	325	175	325	275	275	275	225	225		325	INCENTIVES	
MISSISSAUGA	360	360			320	320	300	200	200		320	INCLUDE DINNER	
NORTH HALTON	NA												
OAKVILLE	NA												
OSHAWA	440	360			325	325	325	300	210		360		
PETERBOROUGH	375	375	325	300	200	200	200	160	100	100	300		
SUDBURY	250												
TO BUCCENEERS	350										275	SHIRT	
TO DRAGONS	375										275		
TO LIONS	325					175	175				275		
TO YEOMAN	325					175					275		
TO SARACENS	400	350									295		
TO SCOTTISH	395	335	205					205		100	295		
VAUGHAN	350				225						300		
LINDSAY	450	350	175		250	250	250	150	150	75	NA	60	2014

1 Cost of men's team allows for paid coach, travel to 3 long haul away matches, increased Rugby Ontario team costs, full kit, home meals ,as well as a more realistic vision of the cost sharing needed to have the club function properly. We need to provide a solid , strong service to our men's team and the club can help by fundraising, however the increase in pressure of cost of a full Marshall season, needs to be carried by the players that voted to enter the league.

2 The women 's fee reflects their lack of response to fundraising for services. mainly to offset the physio therapy costs and to cover meals in the club for home matches.

3 the current model is unsustainable, a more realistic number should be 350 as they have a shorter season , no kit requirements this season and no paid coach but no more visitors for returning members without documentation, and no more student fees for either senior side .

4 On the other end of the scale, the payment made for minis is too high proposal is to lower the cost to them by 50 this season, their overhead is minimal compared to other teams and their tournament makes the club money,

5 We need to develop rugby as a sport in the Kawarthas, to make ourselves more attractive at the starting end of the sport may pay dividends going into the future.

6 the chart above pretty much shows the issue and how every other club in the TRU. Marshall Provincial manages these costs by club.

LINDSAY RUGBY FOOTBALL CLUB
ANNUAL GENERAL MEETING PROXY FORM

PROXY

I HEREBY AUTHORIZE _____ TO SERVE AS MY PROXY AND TO VOTE ON MY BEHALF AT THE ANNUAL GENERAL MEETING TO BE HELD ON JANUARY 25TH 2014 . I certify that I am a member in good standing in the LRFC and I am registered with RO and RC.

This proxy is valid for

All matters voted on at the meeting _____

Specific issue with explanation _____

Name _____

Signature _____

Date _____

Max proxy held by one member is 10

NOMINATION FOR ELECTION TO THE BOARD OF DIRECTORS floor nominations

I, (print full name)_____ of

Ad-
dress_____

Nominate_____

For election to the Board of LRFC in the position of (circle one or write it out,) President, Secretary, Treasurer, Club Captain, VP
Facilities

Or

Chair of (circle one), Social, 35th Anniversary, 7's, Ref and coaching cert, house league flag , committees

Consent of nominee

I,

Of

Agree to be nominated for election to the Board of Lindsay Rugby Football Club

I have read the constitution and bylaws, and understand the commitment in time and contribution I will be expected to make. I
also confirm that I meet the other requirements to be a director of LRFC. Nominees for elected director positions on the Board
must be a current participating member.

Signed

Date

Nominees may attach to their form a resume

Please return forms to Glenn Smallwood by February 17thth info@lindsayrugby.com

FORM A - FULL MEMBER DECLARATION & REGISTRATION FORM

REGISTRATION OF member on the day

1. Name of full member ____.

2. We are member in good standing with LRFC (please check appropriate box).

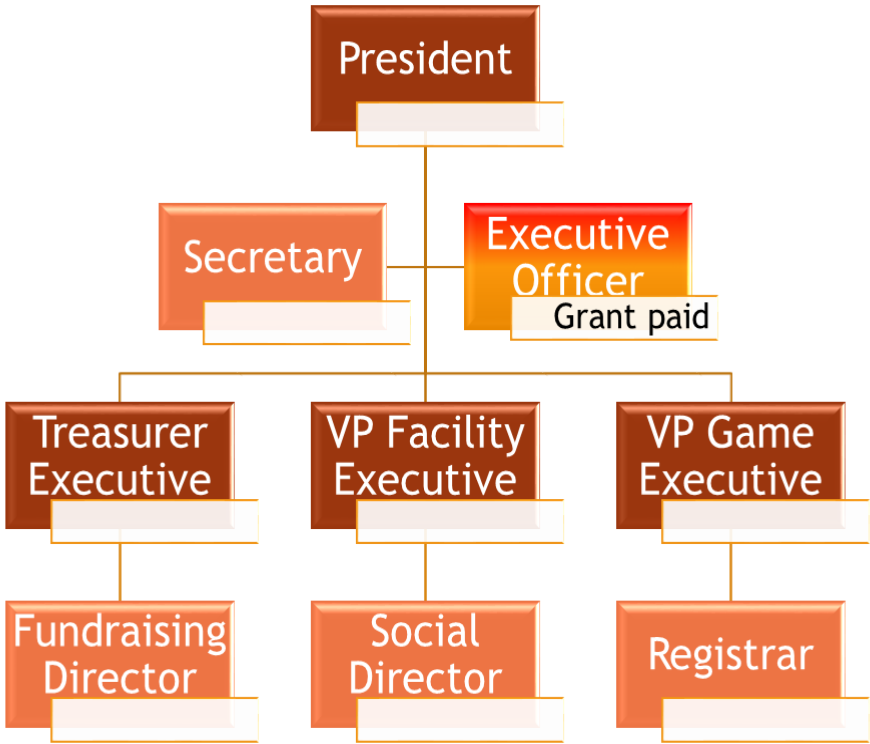
- ☐ Yes
- ☐ No (If no, please explain)

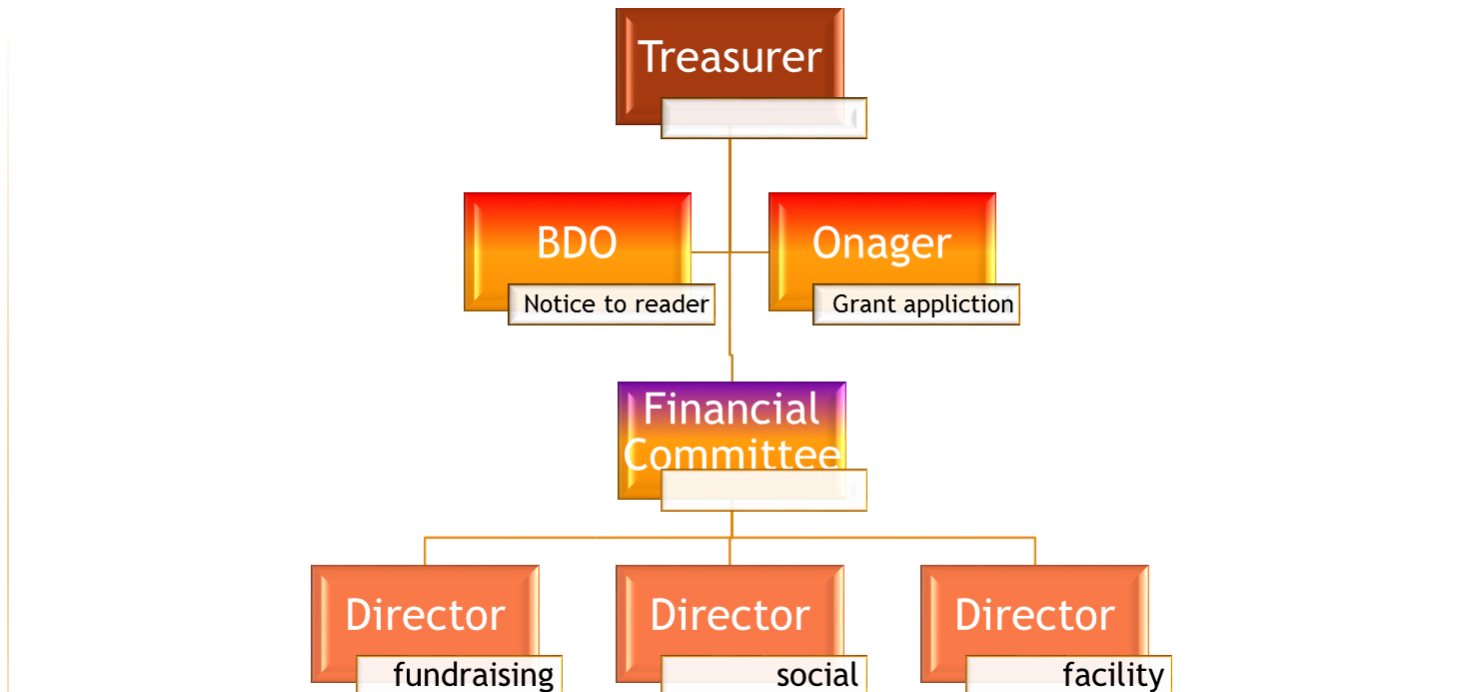
We declare that the information provided here is true.

_____	_____	_____
<i>Name</i>	<i>Signature</i>	<i>Date</i>

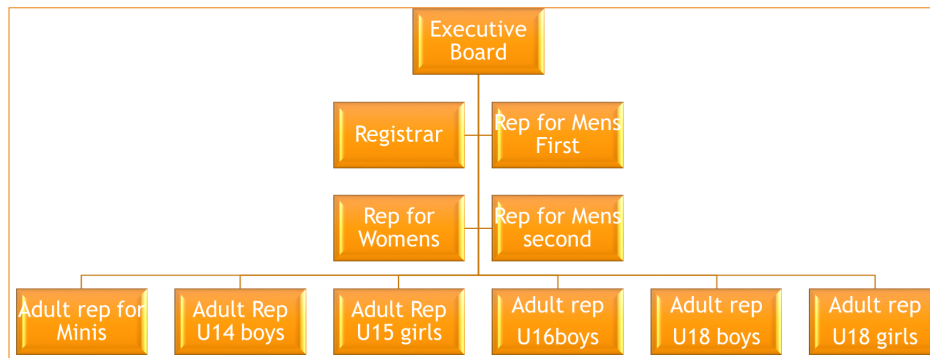
Please submit this form for the meeting by Feb 16th 2014 to Glenn Smallwood info@lindsayrugby.com

Positions for election



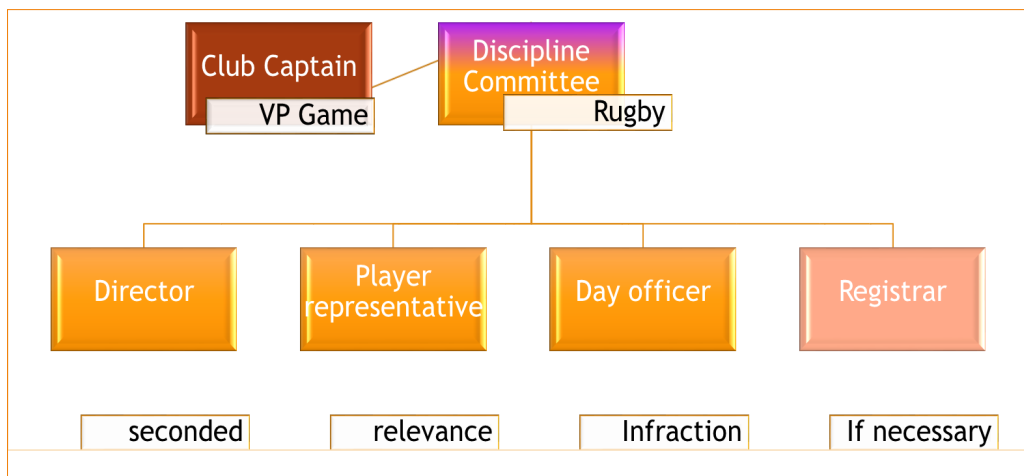
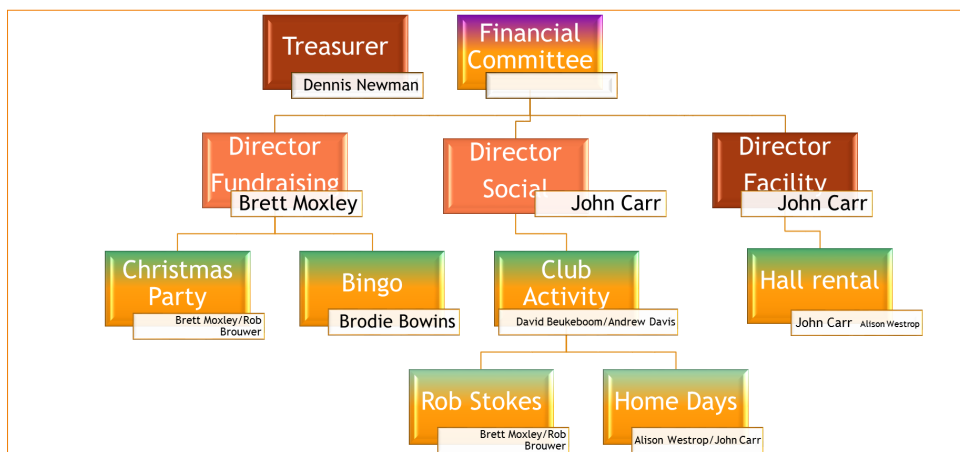


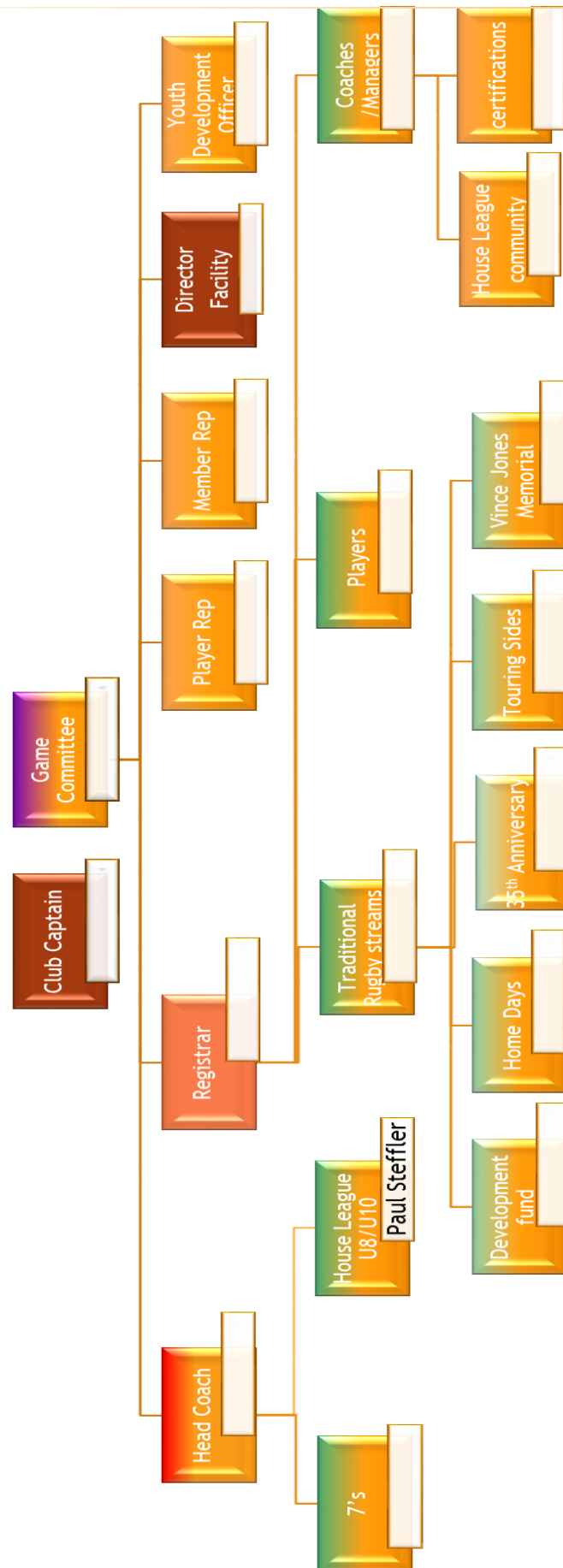
Sub committee structure and volunteer or appointed positions



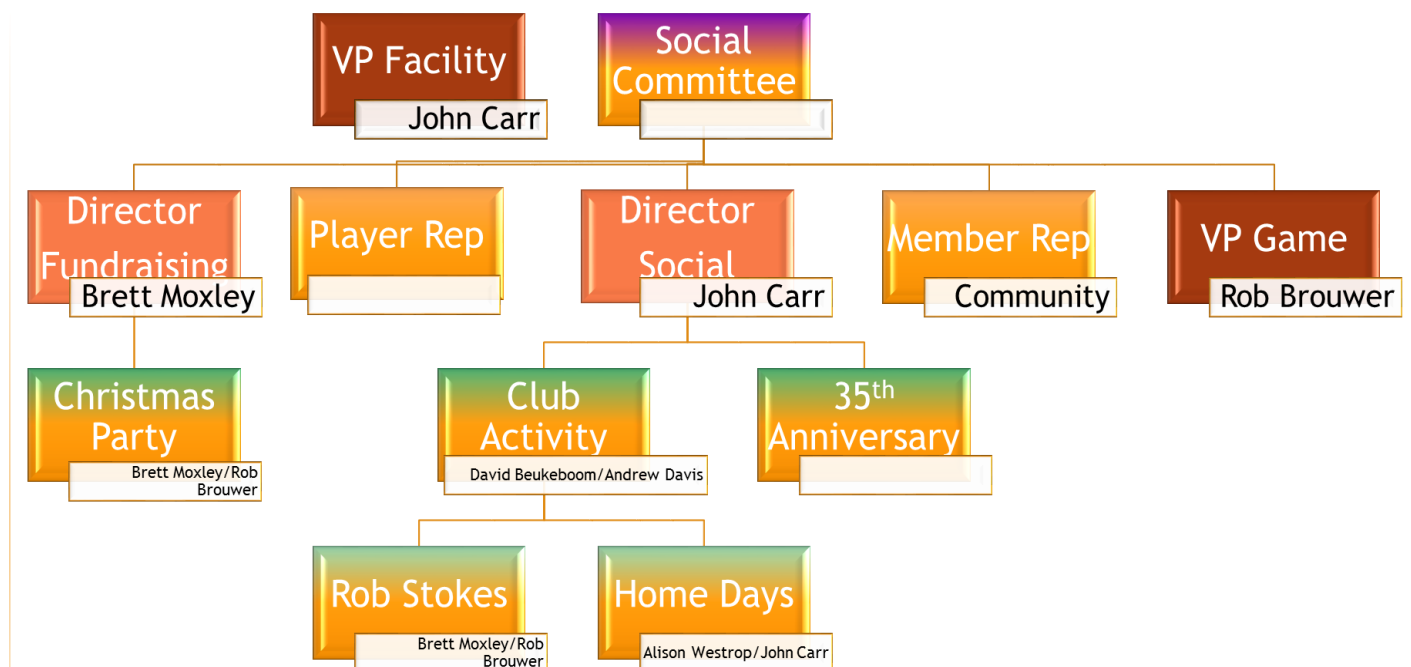
Membership committee (new constitution appeal committee

Sub committees assisted by Finance Committee

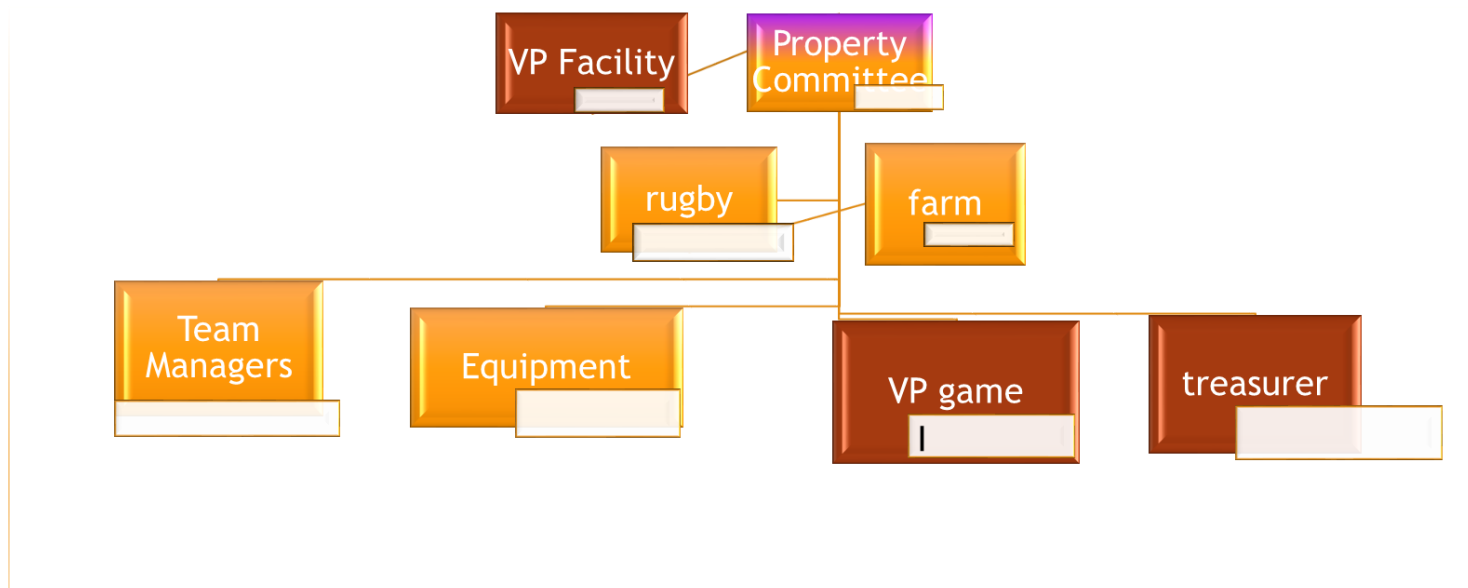




Sub committees assisted by the social committee Social and property will be chaired by Facility



Sub committees assisted by property committee



RESOLUTIONS OF THE BOARD OF DIRECTORS

Resolution in writing of the board of directors of Lindsay Rugby Football Club Inc., (the "Corporation") dated this 23rd day of February, 2014.

BACKGROUND:

- A. The Corporation is a corporation organized and operating under the laws of the Province of Ontario.
- B. The Corporation wishes to open an account with a certain financial institution.
- C. The directors have determined that it is in the best interest of the Corporation to set the signing officers of the Corporation for its various accounts.
- D. The Corporation wishes to borrow money for the business requirements and purposes of the Corporation.
- E. The directors wish to dispense with the requirement of an auditor for the Corporation.
- F. The directors have determined that it is in the best interest of the Corporation to appoint certain officers for the Corporation.
- G. The directors have determined that it is in the best interest of the Corporation to remove certain persons as officers of the Corporation.
- H. The Corporation wishes to appoint a new director of the Corporation.
- I. The directors consider that it is in the best business interest of the Corporation to change the place in which the registered office of the Corporation is situated.
- J. The directors consider that it is in the best business interest of the Corporation to change the registered agent.
- K. The directors consider that it is in the best business interest of the Corporation to enter into a certain contract.
- L. The directors consider that it is in the best interests of the Corporation to retain Beukeboom Construction Kei Lin Roofing, Lindsay Glass, Brad Johnston Heating, Endicott Fuels, of Lindsay Ontario as an independent contractor.
- M. The directors consider that it is in the best interests of the Corporation to employ the services of Steve Lamb.

- N. The directors have determined that it is in the best interest of the Corporation to purchase a certain asset.

IT WAS RESOLVED THAT:

1. The Corporation is authorized to open a General current (the "Account") with Bank of Montreal (the "Institution") and the following Corporate agents (the "Designated Signers") are authorized to sign for and on behalf of the Corporation any and all checks, drafts or other orders with respect to funds of the Corporation in this Account:

Alison Westrop, and John Carr.

The Designated Signers are authorized to transact any and all other business with the Institution deemed by the Designated Signers to be reasonable and advisable except the borrowing of money or the obtaining of credit in any form or the use of any of the assets of the Corporation as any type of security or collateral. The Secretary of the Corporation is directed to communicate this authority and the relevant signatures to the Institution, and to ensure proper enforcement of this resolution.

2. The following individual is appointed and confirmed as signing officer for the Corporation for a term of one year or until replaced and is authorized to manage bank accounts that have been established for the benefit of the Corporation:

Dennis Newman.

3. The officers of the Corporation are authorized to procure a loan or loans, for the purposes of the Corporation, from Ted Twohey, an amount not to exceed in the aggregate \$50,000.00 CAD and under terms and conditions that are deemed reasonable and in the best interest of the Corporation. The officers are authorized to pledge as security for this loan or loans, any assets of the Corporation as are deemed reasonable and in the best overall interest of the Corporation.
4. The Corporation will not require an audit for the most recent fiscal year ended and an auditor will not be appointed for the Corporation for the upcoming year.
5. The following individual is appointed and confirmed as an officer of the Corporation for a term of one year or until replaced:

Brodie Bowins: Junior Development Officer .

6. Doug Milne is removed as Junior Development Officer of the Corporation effective immediately for the following cause:

Personal time insufficient to give it a good job, better someone already involved in youth programs at the club take over.

The office of Junior Development Officer is now vacant.

7. Brodie Bowins is appointed as director of the Corporation until the next annual general meeting of the shareholders. The Secretary of the Corporation is authorized to perform all tasks as are necessary to give effect to this appointment.
8. The Registered Office of the Corporation currently located at:

Box 999 87 Queen Street, Fenelon Falls, K0M1G0

will be changed to:

67 Vince Jones Road, Lindsay, On K9V 4R5

and the Secretary is instructed to insert a copy of the notice effecting this change in the Corporation's Registered Office in the Minute Book of the Corporation and to perform any other tasks that may be required by law to facilitate this change.

9. The Registered Agent of the Corporation is currently:

Vince Jones
Victoria Avenue, Lindsay On K9V 6E2

The new Registered Agent will be:

Dennis Newman
1 Applewood Cres, Lindsay On, K9V

and the Secretary is instructed to insert a copy of the notice effecting this change in the Corporation's Registered Agent in the Minute Book of the

Corporation and to perform any other tasks that may be required by law to facilitate this change.

10. The officers and directors are authorized to enter into the following contract (the "Contract"):

Loan by Ted Twohey to Lindsay Rugby Club for \$50000 in 2011 at a repayment rate of \$1000 each month until dismissed.

Loan by Ted Twohey to Lindsay Rugby Club for \$50 in 2013 at a repayment rate of 1250 each month until dismissed, (total repayment schedule now at \$83 total.

Any one officer or director is authorized to execute the Contract on behalf of the Corporation.

11. The officers and directors are authorized and directed to execute a contract agreement with the contractor Beukeboom Construction Kei Lin Roofing, Lindsay Glass, Brad Johnston Heating, Endicott Fuels, of Lindsay Ontario as an independent contractor for the following purpose: to renovate and repair the main buildings at 67 Vince Jones Road , K9V 4R5.
12. The officers and directors are authorized and directed to execute an employment agreement with Steve Lamb for the position of Head Coach Men's Team.
13. The officers of the Corporation are authorized, empowered and directed to purchase the following asset for the best price obtainable and under terms and conditions that are deemed reasonable and in the best interest of the Corporation:

Part Lot 18 Con 9 , 67 Vince Jones Road, Lindsay ON.

The maximum authorized expenditure for this asset, inclusive of all taxes, brokerage fees and commissions, is \$250,000.00 CAD. The officers and directors of the Corporation are authorized to take whatever action deemed necessary to ensure the reasonable and proper execution of the agreement of sale for this asset.

14. Any one director or officer of the Corporation is authorized to sign all documents and perform such acts as may be necessary or desirable to give effect to the above resolutions.

15. The Secretary of the Corporation is directed to update the minute book of the Corporation, as appropriate.
16. This resolution may be executed in counterparts. Facsimile or scanned signatures are binding and are considered to be original signatures.

Dated in the Province of Ontario on the 23rd day of February, 2014.

©2002-2014 LawDepot.com™



Alison Westrop (Signature)

Robert Brouwer (Signature)

John Carr (Signature)

Dennis Newman (Signature)

Brett Moxley (Signature)

Amanda Pascoe (Signature)

Glenn Smallwood (Signature)

Brodie Bowins (Signature)

RESOLUTIONS OF THE BOARD OF DIRECTORS

Resolution in writing of the sole director of Lindsay Rugby Football Club (the "Corporation") dated this 10th day of February, 2014.

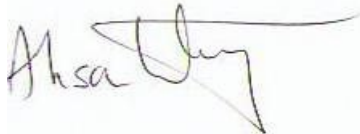
BACKGROUND:

- A. The Corporation is a corporation organized and operating under the laws of the Province of Ontario.
- B. The Corporation wishes to borrow money for the business requirements and purposes of the Corporation.

IT WAS RESOLVED THAT:

- 1. The officers of the Corporation are authorized to procure a loan or loans, for the purposes of the Corporation, from Bank of Montreal MasterCard monthly pay off limited transaction, an amount not to exceed in the aggregate \$10,000.00 CAD and under terms and conditions that are deemed reasonable and in the best interest of the Corporation. The officers are authorized to pledge as security for this loan or loans, any assets of the Corporation as are deemed reasonable and in the best overall interest of the Corporation.
- 2. Any one director or officer of the Corporation is authorized to sign all documents and perform such acts as may be necessary or desirable to give effect to the above resolution.

Dated in the Province of Ontario on the 10th day of February, 2014.



____ (Signature)

Director Name: ____Alison Westrop President 2014

February_____