



Constitution for Peterborough Ultimate League

ARTICLE 1: PREAMBLE

1.1 THE LEAGUE

The name of the league is the Peterborough Ultimate League, which may also be known as or referred to as PUL.

1.2 THE BYLAWS

The following articles set forth are the Bylaws of the Peterborough Ultimate League.

ARTICLE 2: DEFINITIONS

2.1 DEFINITIONS

In these bylaws, the following words have the described meanings:

2.1.1 **Act** means the Corporations Act R.S.O. 1990, Chapter C.38 or any statute substituted for it.

2.1.2 **Annual General Meeting** means the annual general meeting described in Article 9.

2.1.3 **Board** means the Board of Directors of PUL.

2.1.4 **Bylaws** means the Bylaws of PUL as amended.

2.1.5 **Director** means any person elected or appointed to the Board. This includes the President.

2.1.6 **Member** means a member of PUL. All members 15+ are voting members. A person with a paid membership fee for the

2.1.7 **Officer** means Director with specific duties: the President, Vice-President, Treasurer and the Secretary.

2.1.8 **Spirit of the Game** (SOTG) means a spirit of fair sporting behaviour that places the responsibility for fair play on the player.

2.1.9 **Ultimate** means a non-contact disc sport played by two teams typically of seven players.

ARTICLE 3: OBJECTIVES

3.1 The objectives of the Peterborough Ultimate League are:

3.1.1 To serve as the governing body of the sport of Ultimate within the Peterborough area representing the interests of the sport and the interests of all;



- 3.1.2 To maintain the "Spirit of the Game" as the central governing principle of Ultimate;
- 3.1.3 To promote the growth, public awareness and development of Ultimate in the Peterborough and surrounding area;

ARTICLE 4 – MEMBERSHIP

- 4.1 There are three classes of membership in the Peterborough Ultimate League, each with their own associated fee amount. Juniors (aged 8–17) and students (aged 18-25) and students will be charged a reduced membership fee. Adults (any player 18+) will be charged a higher fee.
- 4.2 Members are expected to uphold Spirit of the Game, follow the bylaws set forth in this constitution, provide league fee payments and comply with all rules and policies of the PUL.
- 4.3 Memberships must be renewed annually. The membership year is April 1 to March 31. All players must be current members.
- 4.4 The Board decides both annual membership fees and seasonal league fees for each season of league play.
- 4.5 All members aged 15+ are eligible to vote at the Annual General Meeting of PUL.
- 4.6 A member is in good standing when the member has paid membership/league fees (or equivalent as determined by the Board) and the member is not suspended as provided for under Article 4.9.
- 4.7 Suspension of Membership - The Board, at a special meeting called for that purpose or at regularly scheduled Board meetings, may suspend a member's membership for one or more of the following reasons:
 - 4.7.1 If the Member has failed to abide by the bylaws;
 - 4.7.2 If the Member has consistently conducted themselves in a manner that is harmful to players on the field or otherwise violates PUL's policies on aggressive behaviour (see PUL Safe Conduct Policy at www.pultimate.ca); or
 - 4.7.3 is a player and has consistently disregarded spirit of the game on the field and has failed to correct their behaviour after being warned by the Board that.
 - 4.7.4 Violated the Player Code of Conduct
 - 4.7.5The affected Member will receive at least two weeks notice of the Board's intention to discuss the issue of the members' suspension.

ARTICLE 5 – DIRECTORS AND OFFICER

- 5.1 The governing body of PUL will be the Board, consisting of no more than 9 persons of



PUL (number determined by the Board). The Board will have general control over all Officers and committees and may declare any office vacant.

- 5.2 The decisions of the Board in all PUL matters are final, subject only to an appeal by a PUL member. A Member can request to appeal a decision of the Board in writing to the President, whereby a review of the decision with any additional information will be conducted.
- 5.3 PUL Directors will be a President, Vice President, Treasurer, Secretary, and Directors at Large, all of whom can be members of PUL. All Directors serve for a 2-year term. There is no limit on the number of terms a Director can serve.
- 5.4 All Directors will be elected as stated per Article 6: Election of Directors.
- 5.5 Duties of all Directors:
 - a) Govern PUL using PUL's bylaws and established policies and procedures.
 - b) Establish strategic direction for PUL and priorities to meet the needs of the organization.
 - c) Recommend policy to the Board.
 - d) Promote the mandate and activities of PUL throughout the organization.
 - e) Ensure accountability for the services provided and funds expended.
 - f) Monitor and evaluate the effectiveness of PUL through regular review of programs and services.
 - g) Seek nominations for election to the Board when appropriate.
 - h) Prepare for and participate in the discussions and the deliberations of the Board.
 - i) Oversee the hiring and management of paid employees and contractors engaged by PUL.
- 5.6 Duties of the President:
 - a) Establish strategic direction and priorities for PUL and the Board of Directors.
 - b) Regularly communicate with the Board, staff, volunteers, and members to ensure effective operation of PUL.
 - c) Act as the primary spokesperson for the Board and PUL in the media and the community at large. Represent PUL at community functions and events, where requested. Represent PUL to Government and Municipal officials.
 - d) Chair the regular meetings of the Board and the Annual General Meeting.
 - e) Act as a signing authority on behalf of the Board for financial and legal purposes.
 - f) Set the agenda for Board meetings. Arrange for Vice-President to chair meetings in the absence of the President.
 - g) Enhance relationships with other Ultimate leagues, community groups and agencies.
 - h) Provide guidance and leadership in conjunction with the Directors.
 - i) Work with the Director of Operations and Vice President to develop and implement director transition plans.
 - j) Adhere to general duties outlined in the Board Member job description.
- 5.7 Duties of the Vice President:



- a) Establish strategic direction and priorities for PUL and the Board of Directors.
- b) Perform the duties of the President when the President is unavailable.
- c) Work with the President and Director of Operations to develop and implement director transition plans.
- d) Enhance relationships with Members, community groups and agencies.
- e) Provide guidance and leadership in conjunction with the President and Directors.
- f) Adhere to general duties outlined in the Board Member job description.

5.8 Duties of the Treasurer:

- a) Manage the preparation of financial statements and maintain accounting records on an ongoing basis.
- b) Chair the Finance Committee.
- c) Act as a signing authority on behalf of the Board for financial matters.
- d) Review and ensure the integrity of quarterly financial reporting, budgets and cash flows.
- e) Ensure-prepared financial statements are presented to the Board on an annual basis.
- f) Prepare the motion for the Annual General Meeting to appoint an auditor (if required).
- g) Act as a resource to other committees.
- h) Adhere to general duties outlined in the Board Member job description.

5.9 Duties of the Secretary:

- a) Prepare and maintain minutes and records for all board meetings.
- b) Review/monitor and verify accuracy of the meetings' minutes, and circulate to all Directors.
- c) Work with the Director of Operations to rReview and report on correspondence to the Board.
- d) Adhere to general duties outlined in the Board Member job description.

- 5.10 If any Director neglects their duties, said Director will be removed as stated per Article 8: Removal of Directors.

ARTICLE 6: ELECTION OF DIRECTORS

- 6.1 All Members of PUL age 15+ are permitted to vote.
- 6.2 Voting will take place at the Annual General Meeting.
- 6.3 Only one vote per member will be counted in any general vote.
- 6.4 All Director vacancies will be filled by election at the Annual General Meeting and returning Directors (with current terms) shall re-confirm their commitments.
- 6.5 Voting will take place in person with a show of hands or through secret ballot for support



for nominated individuals. The individuals with the most votes will become the PUL Directors.

- 6.6 Once the Directors have been voted in, the Board shall assign Officers annually: President, Vice President, Treasurer, and Secretary. Where possible, the officer position of President shall be filled by a Board Member with at least one year of experience on the PUL Board of Directors.
- 6.7 Those who would like to be nominated for a Director position must provide a letter of interest to the Board as per instructions provided by the Board in the announcement of the Annual General Meeting, or at any other time of year directly to the President.

ARTICLE 7: VACANCIES

- 7.1 Vacancies will be filled according to the voting procedures described in Article 6.
- 7.2 Should a Board position become vacant outside of the provisions in Article 6, the Board can appoint a Director to fill the position temporarily until the following Annual General Meeting where the appointed Director can stand for election as per Article 6.
- 7.3 The term of a Director elected to the vacant position will be for the remainder of the current term of office.

ARTICLE 8: REMOVAL OF DIRECTORS

- 8.1 If a Director neglects, or otherwise fails, to perform the duties of their respective office, that Director may be removed from the Board temporarily by a majority vote at any Board meeting.
- 8.2 Meetings during which removal procedures will take place must be announced to PUL Members at least one week in advance.
- 8.3 An announcement will be made by the President to PUL Members if a Director is temporarily removed.
- 8.4 A motion will be brought forth by the Board to the Pul membership to permanently remove the Director at the subsequent AGM.

ARTICLE 9: BOARD MEETINGS

- 9.1 An Annual General Meeting of PUL shall be held in April each year, at which time the election of Directors will take place.
- 9.2 A majority of the Directors shall constitute a quorum of the Board.
- 9.3 Any PUL member may request to attend a meeting of the Board with the acknowledgement of at least one of the Directors and the President. The request will be granted by a majority vote of the Board.



ARTICLE 10: COMMITTEES

- 10.1 Committees will be formed and dissolved by the Board and/or the Director of Operations to fulfill duties as needed.
- 10.2 Standing committees of PUL will include:
 - Membership Committee
 - Finance Committee
- 10.3 Upon creation of any committee, a Chair will be assigned from its membership by its membership.
- 10.4 The Board and Director of Operations shall assign coordinators for all PUL leagues and tournaments. League Coordinators will be required to be members of the Membership Committee.
- 10.5 The chair of each committee shall recruit members and organize meetings.
- 10.6 If Committee Chairs are on the Board they shall provide the Board and the Director of Operations with their meeting minutes following each meeting. If the Committee Chair is not on the Board, they shall submit their minutes to the Director of Operations, who will report to the Board at the next meeting, on their behalf.

ARTICLE 11: CONFLICT OF INTEREST

- 11.1. In accordance with the Act, a Director, Officer, or member of a Committee who has an interest, or who may be perceived as having an interest, in a proposed contract, transaction or appointment with PUL will disclose fully and promptly the nature and extent of such interest to the Board or Committee, as the case may be; will refrain from voting or speaking in debate on such contract or transaction; will refrain from influencing the decision on such contract or transaction; and will otherwise comply with the requirements of the Act regarding conflict of interest.

ARTICLE 12: AMENDMENTS TO THE CONSTITUTION

- 12.1 Any PUL member may propose amendments to this Constitution.
- 12.2 All proposed amendments must be in their final form and provided to the Board at least one month prior to the Annual General Meeting.
- 12.3 The Board will shall bring forward proposed amendments, and their recommendations at the Annual General Meeting.
- 12.4 PUL members shall vote on amendments at the AGM and a majority is needed to pass any proposed amendments.



ARTICLE 13: RATIFICATION

13.1 This Constitution will become effective upon a majority vote by PUL Members present at the Annual General Meeting

Ratified by Membership: 30/05/11

Ratified by the PUL Board: 13/10/11

Amendments made by the Membership: 07/04/2024