

ONTARIO MASTERS CRICKET LEAGUE (OMCL)

GOVERNANCE POLICY

Ontario Masters Cricket League (OMCL) is the provincial Not-for-Profit organization in Ontario tasked with the sole mission of developing and promoting seniors' cricket in Ontario under the umbrella of Cricket Canada Masters Council (CCMC) who was given the mandate by Cricket Canada the national body responsible for all forms of cricket in Canada to oversee, promote and develop senior's cricket from 2019.

The aim and objectives of OMCL are:

- To promote the game of cricket, specifically, at the senior's level with the hope of creating a healthy and active lifestyle for participants.
- Strive to get seniors cricketers involved in the game of cricket on the playing fields, in administration, coaching and mentoring.
- To keep senior cricketers active and healthy both physically and mentally
- Facilitate equal participation in cricket activities domestically and internationally.
- OMCL shall strive to always promote multiculturalism, diversity and inclusiveness within the cricket fraternity in Ontario.

Senior's Cricket

Senior's cricket shall refer to all cricket over the age of 40 years and includes the following:

- Over 40's cricket
- Over 50's cricket
- Over 60's cricket
- Over 70's cricket.

- All players must attain the age indicated above by January 1st of the year to participate in the age group, unless otherwise specified.
- ALL senior's cricket is a self-funded activity.

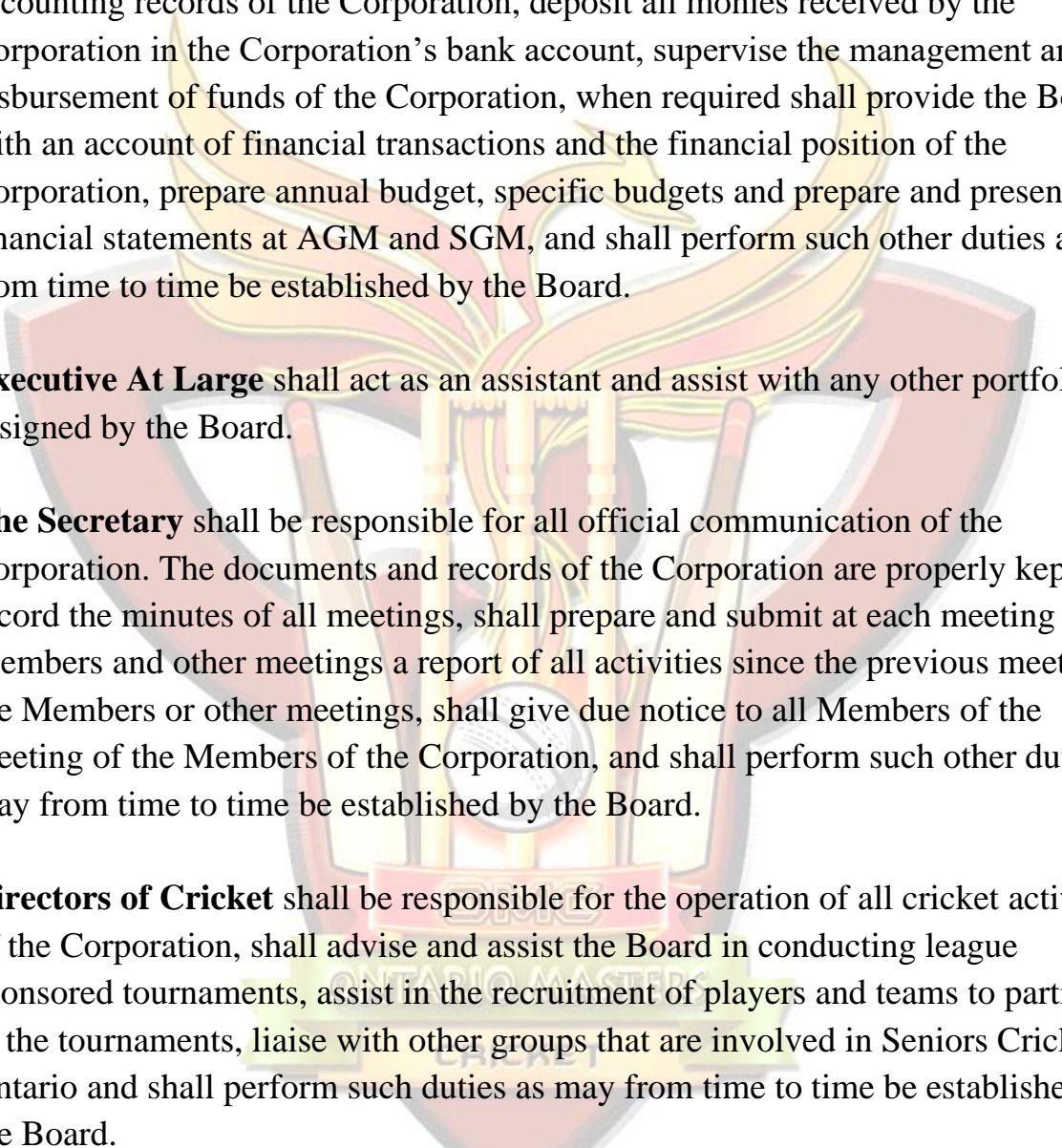
OMCL Provincial Executive Committee (Board)

- OMCL shall be governed by an elected committee who shall handle all decisions pertaining to senior's cricket in Ontario within the guidelines of the national policy and rulings of the parent national body (CCMC)
 - *The term for all Board Members shall be for one (1) year. The existing Executives committee shall be dissolved prior to elections at each AGM.*
- Only Members in good standing shall be eligible to stand for election.
- OMCL executive committee (Board) shall consist of the following positions:
 - President
 - Vice President
 - Secretary
 - Treasurer
 - Assistant Treasurer
 - Director of Cricket
 - Director at Large

OMCL shall be affiliated with CCMC, and such other organizations as determined by the Board and shall follow any applicable published rules of those organizations.

Duties of Officers:

- a) **The President** shall be the chair of the Board, shall preside at the Annual and Special Meetings of the OMCL and at meetings of the Board unless otherwise designated. The president shall be the official spokesperson of the OMCL and shall perform such other duties as may from time to time be established by the Board.

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- b) **The Vice President** shall, in the absence or disability of the President, perform the duties and exercise the powers of the President, and shall perform such other duties as may from time to time be established by the Board.
- c) **The Treasurer** shall, subject to the powers and duties of the Board, keep proper accounting records of the Corporation, deposit all monies received by the Corporation in the Corporation's bank account, supervise the management and the disbursement of funds of the Corporation, when required shall provide the Board with an account of financial transactions and the financial position of the Corporation, prepare annual budget, specific budgets and prepare and present financial statements at AGM and SGM, and shall perform such other duties as may from time to time be established by the Board.
- d) **Executive At Large** shall act as an assistant and assist with any other portfolio as assigned by the Board.
- e) **The Secretary** shall be responsible for all official communication of the Corporation. The documents and records of the Corporation are properly kept, record the minutes of all meetings, shall prepare and submit at each meeting of the Members and other meetings a report of all activities since the previous meeting of the Members or other meetings, shall give due notice to all Members of the meeting of the Members of the Corporation, and shall perform such other duties as may from time to time be established by the Board.
- f) **Directors of Cricket** shall be responsible for the operation of all cricket activities of the Corporation, shall advise and assist the Board in conducting league sponsored tournaments, assist in the recruitment of players and teams to participate in the tournaments, liaise with other groups that are involved in Seniors Cricket in Ontario and shall perform such duties as may from time to time be established by the Board.

Delegation of Duties – At the discretion of the Officer and with approval of the Board, any Officer may incorporate the assistance of other appropriate members of the Corporation to assist in carrying out any of the duties of that office.

Advisory Panel: OMCL members may nominate & elect not more than three reputable persons with cricket administration and playing experience to serve on OMCL Advisory Panel. The role of advisory panel would be to guide executive board on governance issues and to engage in further development/growth of seniors' cricket in the province of Ontario. In addition, the panel can act as mediator in case of any dispute resolutions for board or for the members of OMCL.

Members Code of Conduct.

All members are required to comply by the Code of conduct as stated below.

- Adhere to the Ontario Human Rights Code as amended.
- Declare potential conflict of interest and refrain from discussion and voting when applicable.
- Give recognition to others who contribute to the success of the OMCL and its activities.
- Not speak on behalf of the group unless designated by the OMCL Board.
- Treat colleagues with respect, courtesy, honesty and fairness, and have proper regard for their interests, rights, safety and welfare.
- No harassment, bullying or discrimination against OMCL Members is permitted.
- Not disclose official information or documents acquired through membership of the OMCL, other than as required by law or where agreed by decision of the OMCL board.
- Not make any unauthorised public statements regarding the matters related to OMCL.
- Support the formal decisions of the board made in its meetings.
- Respect the confidentiality and privacy of all information as it pertains to individuals.
- Know that if there are any questions regarding the Code of conduct the OMCL Board should be consulted.
- Understand that breaches of this Code may result in disciplinary action, up to and including suspension of membership of the OMCL.

Conflict of Interest.

Board Directors will declare a potential conflict of interest and refrain from discussion and voting when a true or perceived conflict of interest exists.

Applicable Board members will make decisions fairly, impartially and promptly, considering all available information, legislation, policies and procedures and will declare a conflict of interest and refrain from voting when a conflict of interest occurs, even if it is perceived.

A Director who is in any way directly or indirectly interested in a contract or transaction with the OMCL shall make the disclosure and no such Director shall attend any part of a meeting of Directors or vote on any resolution to approve any such contract or transaction where there is a conflict of interest.

All Board members are required to perform their duties and functions impartially, responsibly with integrity and in a manner that will withstand public scrutiny.

No member will solicit or accept, for personal or financial benefit, a fee, gift or benefit that could influence decisions or affect their duties or functions.

Conflict Resolution for Members

Any conflicts arising within the members will need to be reported to the Board in writing and the Board will use an independently appointed panel to review the conflict.

The Panel will provide a reasonable and fair resolution and make a recommendation to the board to implement.

The Board will review the recommendation and make a final decision.

Membership Registration Application Form

A person who is Over 40 years of age can be a Member of OMCL.

By completing and accepting the registration/membership form and paying the required dues you are forthright a Member of OMCL for a period of 1 year and are

therefore entitled to all of the Membership privileges of OMCL including but not limited to voting at the Annual General Meeting.

Members must have paid the full registration fee for the previous and/or current year to be eligible to vote or hold office.

Executive Committee (Board) Meetings:

- A quorum for executive meetings shall be no less than four members of the Board.
- The Board shall meet regularly to ensure the smooth operation of the Corporation.
- Unless otherwise specified, all meetings shall be conducted according to Robert's Rule of Law (current edition).
- The Board shall have the power to form any sub-committee that it may deem necessary, and to fill any executive vacancies.
- The Board or an executive may invite members as guests to a Board meeting when such members have information regarding items to be discussed. Such members shall have no vote.
- Any member of OMCL may stand for position on Executive Body provided they meets following criteria:
 - I. A member of OMLC in good standings from the previous year and registered for the current year.
 - II. A citizen or permanent resident of Canada
- All Board members shall serve their term of office without remuneration (unless approved at a meeting of Members) except for reimbursement of expenses as approved by the Board.
- Any board member missing three consecutive Board Executive meetings without any prior written reasons for absence, shall relinquish his position and deposit/return all documents and/or any other property of the Organization. In such scenarios, the executive can appoint a suitable candidate to fill the vacated position until the next Annual General Meeting where such position shall be filled via an election process by members.

Membership and Fees

- Membership is open to all Canadian residents who meet the age qualification.
- The OMCL League registration fee shall be determined by the provincial executive committee.
- To participate in any activities sponsored by the national body (CCMC), members must register annually with OMCL and pay annual the OMCL registration fee.

This fee can be paid separately to CCMC or included in OMCL league fee subject to the discretion of the OMCL.

Annual General Meeting of Members:

OMCL Board must call an Annual General Meeting of members prior to March 31st of each year.

- All members who are in good financial standing of OMCL shall be eligible to contest for any position and shall be eligible to participate in the nomination and election of officers.
- Nominations can be proposed from the floor or submitted in advance to the OMCL secretary in writing.
- 1/3rd of the members in good financial standing must be present to form a quorum. If a quorum is not reached, executives and members present can discuss and agree on other general business of the OMCL except the election of officers and amendments of Policies, By-Laws and Constitution. The Executive body will continue until the next Special or Annual General Meeting where a quorum is present and a new executive can be elected.

Special General Meeting

A Special General meeting can be called by the executive Board consisting of at least 4 (four) executives or by signed petition by 25% of OMCL members in good standing. Such Special General Meeting must be communicated to all members of the organization with a notice of minimum 7 days prior to such meeting of members. Special General Meeting shall be called to execute the followings:

- Removal of any executive or a general member whose working has become detrimental to the organization or has brought the organization into disrepute.
- Any matter that is of very high importance and can't be deferred until next Annual General Meeting
- Dissolution of current executive body to elect new executive body.
- Any decisions taken at the special general meeting must be approved by the members present at the Special General Meeting where a quorum is obtained.

Selection of OMCL Team/s:

- All players must participate in 25% of OMCL approved league events to be considered for any selection.
- OMCL shall be responsible for selecting players to represent Ontario at all levels of competition.
- OMCL may initiate competitions between other teams within Ontario, Canada or internationally, provided the events organized by OMCL do not conflict with any National or International senior cricket events.
- The provincial selection committee is the sole responsibility of OMCL Executive body.
- The Executive body shall be responsible for announcing the final team/s thru office of secretary of the organization.

Finance and Management:

- The fiscal year of the Corporation shall be January 1st to December 31st.
- The Banking Business of the Corporation shall be conducted at such financial institutions as the Board may determine.
- The Board shall appoint an auditor to audit or conduct a review engagement of the books, accounts, and records of the Corporation.
- The auditor shall not be a member of the Board and must be permitted to conduct an open audit or review engagement of the Corporation.
- An approved financial statement must be presented to the members at the Annual General Meeting of OMCL and shall include:
 - a) The financial statement
 - b) The auditor's report or a qualified audit review report
 - c) Any other pertinent information regarding the finances of OMCL
 - d) All financial transactions that require the use of OMCL funds shall require the approval of the executive Board and at least a minimum of two (2) Board members electronic approval.
 - e) All purchases of Inventory or expenditure of OMCL Funds over 500\$ by Board members or otherwise, must be accompanied by at least a minimum of 2 quotations from different suppliers, which must be reviewed and approved by the board.
 - f) All Physical assets of OMCL shall be recorded during the year and documented in the financial statements & presented at the AGM.

Revision and Amendments to these policies shall only take place at Annual General Meeting or Special General Meeting of members of the organization.