



ONTARIO RINGETTE ASSOCIATION
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TORONTO, ONTARIO M3C 3N7

Notice to the Members

Governance of the Ontario Ringette Association

The Ontario Ringette Association is a corporation without share capital under the laws of Ontario. It is governed by an elected Board of Directors comprised of 13 members. Being a board member is a volunteer position.

The ORA is operated by a paid staff of 3. The employees are not members of the Board, though they may attend Board meetings.

Volunteers from each region acting as members of various program committees (e.g. Games & Tournaments, Coaching Development, etc.) carry out a significant portion of the work involved in keeping the ORA running. The Board's role is to provide direction and oversight for this work.

The Ontario Ringette Association is made up of 6 geographic regions (Western, Southern, Central, Eastern, Northeastern and Northwestern). Each regional association elects a chair, and that chair is a member of the ORA Board of Directors.

Six positions on the Board are filled by 5 Directors-at-Large and 1 Athlete Director. These members of the Board are nominated from among the ringette community and are elected by the members casting ballots at an Annual General Meeting. They each serve a two-year term. In one year, 3 Directors-at-Large stand for election and in the next year 2 Directors-at-Large and the Athlete Director stand for election, so that 3 board positions are elected by the membership at each Annual General Meeting.

The 13th board position is that of the Past-President, a position filled only for one year following a term as President, and only if the Past-President does not otherwise have a Board position.

Requirements to be a Director-at-Large or Athlete Director

Directors of a corporation must by law be 18 years of age or older, and meet other legal requirements such as the legal capacity to enter into contracts.

The Constitution of the ORA at present requires that to be eligible to be nominated to stand for election as a director, a nominee must have:

- Served at least one year as officer of a Region
- Previously served as a Director on the Board of Directors
- Served as a Chair of a Program Committee (e.g. Games & Tournaments, Adult Development, etc)
- Served as a committee member for at least 3 years.

The ORA board is proposing a change to the Constitution to remove these requirements to allow broader eligibility for participation on the Board. This motion will be voted on at the Annual General Meeting in June 2017 and will become effective immediately if passed by the membership.

To stand for election as Athlete Director, a nominee must be over the age of 19 at the time of election and must be an active player or retired from competition for less than one year.

Duties of a Board Member

Members of a board of directors of a corporation have an obligation in law to act honestly and in good faith in the interests of the corporation as a whole. Directors also have a duty to exercise the care, diligence and skill that a reasonably prudent person would exercise in comparable circumstances. Directors may face personal liability for failure to meet this standard of care.

Members of a board do not represent a constituency. For example, a regional chair who sits on the board is required to act in the broad interests of the ORA, and not merely to act in the interests of their region if those are not the interests of the ORA. Directors with different backgrounds bring knowledge and experience that helps the Board have a better understanding of the needs of all ORA members, and therefore make decisions that better reflect the broad interests of the ORA as a whole.

Directors-at-Large also hold executive positions in the ORA, with the Board electing the directors to these roles. One director is elected president, and the other positions are:

- Vice President, Administration
- Vice President, Technical
- Vice President, Communications
- Vice President, Finance

Each officer then has a set of executive responsibilities. These may include overseeing Program Committees (such as Games & Tournaments, Membership Services, Coaching Development, etc.), overseeing the budgets and expenditures of the ORA, or directing the marketing and communication activities.

The Board meets 4 weekends a year, usually for a day and half each time, and may meet by teleconference on urgent matters in between scheduled meetings. Much of the work of committees and board members happens between board meetings. The Directors-at-Large make up the Executive Committee, which meets by conference call in the months in between full board meetings. Program committees all meet for a weekend in April and a weekend in August, and each individual committee may meet on its own at other times.

Directors-at-Large typically spend 8-20 hours per month on activities related to their Board duties.

The Constitution of the ORA and the Sports Administration Manual (Job Descriptions, Duties and Responsibilities) are two documents available for download on the ORA website that provide a more complete description of the Board of Directors and its operation.

How to get involved

1. A nomination form for those seeking to stand for election as a Director-at-Large can be found [here](#).
2. An application form to be chair of a program committee can be found [here](#).
3. Those interested in representing their region on a program committee (Games & Tournaments, Coaching Development, Sport Development, etc.) should approach their regional chair for information prior to their regional Annual General Meeting.