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Bylaws

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Federation of International Lacrosse

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July 2016

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## FEDERATION of INTERNATIONAL LACROSSE (FIL)

### BYLAWS

#### **1. Membership Approval**

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- 1.1 The criteria for Full Associate Members and Allied Organization status are outlined in Appendix A to these Bylaws.
- 1.2 The Development Committee will review membership applications, and any proposed change of membership category, and present to the Board for consideration. The Board will determine whether an applicant country meets the criteria and policies set by the General Assembly (GA) and then submit to the membership for consideration.
- 1.3 The Board may approve a change of status of an existing member.

#### **2. Membership Subscriptions**

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- 2.1 These shall be agreed at the GA and detailed as Appendix C to these Bylaws.
- 2.2 For a new Member, Associate Member or Allied Organization the subscription will be applicable from January 1<sup>st</sup> following membership acceptance or change of status. Benefits will be applicable from date of membership.

#### **3. Member's Management Obligations**

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- 3.1 Every Full Member, Associate Member and Allied Organization shall provide a report when requested to the Vice President (VP) including the name of the official contact person. Member obligations are shown at Appendix B

#### **4. Awards**

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- 4.1 Recognition of individuals, at different levels, will be considered by and presented to the Board or the GA, by the Nominations Committee.

#### **5. Board Composition**

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- 5.1 Members of the Board are elected by the GA and for specialist positions appointed by the Board.
- 5.2 Members of the Board are responsible for attending up to two 'Face to Face' Board meetings generally held each year, audio conferences and attending the each GA.



Board meetings will generally be scheduled twice each year, the specific date to be determined by the President.

- 5.3** Two Board positions (Director of Women's Lacrosse and Director of Men's Lacrosse) will be guaranteed game-representatives until such time as a change to the Board structure is agreed by the membership...
- 5.4** Board nominees, for election, must be a National of or reside within a Full Member nation in order to be considered for Board positions. If nominated by a different Member (not the country of residence) then the nomination must be supported by the home country Member (written confirmation being required). Board members may nominate for positions that fall vacant at GA's or otherwise.
- 5.5** The Nominations Committee is responsible for publicizing any Board and Committee Chair vacancy to the Board and delegates of the GA, identifying nominees and distributing to the Member nominated contact point, at least 30 days prior to all GA meetings, a list of nominees for any Board positions for which an election is required.
- 5.6** Nominations for a game-representative position, while still part of the Board, must be made by the Board or by a Member that plays or played that form of the game.
- 5.7** Board terms will be four years, and Board members may serve up to two consecutive four-year terms, or a total of eight consecutive years, before they must cycle off the Board for at least one year.

## **6. Board Responsibilities**

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- 6.1** The Board shall have the ultimate authority to manage the Federation's budget once it is approved by the GA.
- 6.2** The Board shall serve as the Federation's Strategic Planning Committee, with up to four (4) other people, and is charged with leading efforts to prepare, present for GA approval and implement the Federation's strategic plan. The Board will also monitor and evaluate the plan, and provide regular progress reports to the GA.
- 6.3** The President shall establish the agenda and timing for Board meetings and the GA, and preside over these meetings. The President, subject to Board approval, shall have the power to temporarily fill Board vacancies until the next meeting of the GA, at which a formal election for the vacancy will be conducted.
- 6.4** The Board shall have and may exercise all of the powers and authority of the GA, in between meetings of the GA, in the management of the Federation except for the following:
  - 6.4.1** The adoption, amendment or repeal of the Bylaws and Constitution.
  - 6.4.2** The amendment or revocation of any resolution of the GA that by its terms is amendable or revocable only by the GA.



- 6.4.3** Action that is in conflict with the Bylaws or a GA resolution pertaining to a committee of the Federation.
- 6.4.4** Playing rule changes.
- 6.4.5** Eligibility requirements.
- 6.4.6** Increases in member dues.
- 6.4.7** Decisions on proposed new FIL championship events.
- 6.4.8** Changes in the GA meetings or world event calendar.
- 6.4.9** Acceptance of new members

- 6.5** General Assembly meeting minutes and financial reports, along with all accompanying reports, shall be circulated to the delegates of all members within 60 days following a meeting.
- 6.6** The Board shall have the responsibility to evaluate the performance of each committee of the Federation and approve and/or replace committee chairs as needed or in the best interest of the Federation.

## **7. Committees**

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- 7.1** FIL shall have a number of standing committees, and Commissions, that shall convene regularly either in conjunction with the GA of members, FIL international events or independently (electronically or via conference call). Unless otherwise specified in a committee job description, committees shall consist of a Chair, who must be a resident of or a National of a Full Member nation, or otherwise as approved by a unanimous decision of the FIL Board, and no more than five additional members (except for the Rules Committees), all of whom must be residents or Nationals of Full or Associate Member nations. Nominations for Chair positions may be made by Board members, Full and Associate Members and individuals on behalf of other individuals with the confirmed agreement of the nominee.

The Rules Committees will comprise of a Chair and a maximum of six additional members of whom up to three will be from the “non-officiating” community and one of these members shall be from the Athletes Commission.

Committee Chairs not held by Board members and the members of each committee must be approved by the Board. Committee Chairs may serve up to two consecutive four-year terms, but ultimately serve at the direction of the Board. The term for committee members is also four years, and members may also serve up to two consecutive terms at the discretion of the committee Chair. However, the terms of the members of each committee may be adjusted by the Board for strategic reasons, to achieve a rotation of membership and to ensure continuity.

- 7.2** A call for nominations of any committee vacancy shall be circulated to all member nominated contact points and the Board, and also be posted on FIL’s web site.



**7.3** The Chair of a committee is nominated by the respective Board member who oversees that particular area of activity. Committee Chairs shall establish the agenda and timing for committee meetings, and preside over these meetings. The Chair of each committee has the responsibility to select/replace members of his/her committee subject to Board approval. No more than 50% of committee members, including the Chair, from the same member nation may serve on the same committee at once. Although the quality and commitment of committee members is of significant importance, the representation of regional diversity within each committee is strongly encouraged whenever possible.

**7.4** A committee Chair is responsible for communicating committee activity to the Board and members by submitting reports according to established policy prior to each Board and GA meeting to the Board member who oversees that particular area of activity. The Board provides oversight of and direction to each committee based on the strategic priorities of the Board and GA. Committee Chairs are also responsible for participating in the budget process and effectively managing budget allocations.

**7.5 The current Committees are:**

- 7.5.1** Men's Officiating Committee
- 7.5.2** Women's Officiating Committee
- 7.5.3** Men's Rules Committee
- 7.5.4** Women's Rules Committee
- 7.5.5** Men's Competition Committee
- 7.5.6** Women's Competition Committee
- 7.5.7** Nominations Committee
- 7.5.8** Development Committee
- 7.5.9** Finance Committee
- 7.5.10** Communications Committee

## **8. Finance**

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### **8.1 Broadcast Rights**

- 8.1.1** The rights for television and radio for all FIL events belong to FIL.
- 8.1.2** Written permission to broadcast such events must be obtained from FIL.
- 8.1.3** For television a license fee of a minimum of \$100US (negotiable) per game per station, plus an archival copy at cost, is payable to FIL for the transfer of broadcast rights for any FIL event.

### **8.2 World Event Revenues**

- 8.2.1** A minimum of ten percent (10%), or as subsequently increased by the GA, of the revenue from all entry ticketed sales, excluding government taxes included in ticket prices, of all games would be due to FIL from the host country. This will be subject to contractual agreement.



- 8.2.2** Fifty percent (50%) of the amount due must be paid within three (3) months of the date of the final game and the balance must be paid within six (6) months of the final game, this will be subject to the contractual agreement between the FIL and the NGB of the host country.
- 8.2.3** A failure to meet deadlines could result in consideration of future event participation.
- 8.2.4** FIL may order an audit or examination of financial records for World events by independent auditors at FIL expense.

## **9. Licenses**

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- 9.1** FIL retains all rights in and to its intellectual property. The GA may, upon appropriate resolution, authorize any member or other organization or individual to manage, organize or conduct any activities under license from FIL containing such terms and conditions as the GA may determine.
- 9.2** A license fee of 15% of the retail price is payable for any merchandise sold displaying the FIL logo.

## **10. International Visits**

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- 10.1** An application for a National team/squad visit to another country must be approved by the member National Governing Body (NGB) of the team intending to tour.
- 10.1.2** The application must be approved by the host member NGB who must be kept fully informed of the visiting team program.
- 10.3** Visits should be encouraged and applications should not be unreasonably denied.
- 10.4** The visiting member NGB must advise the dates and schedule for all visits to the FIL Administrative Assistant and each member NGB to be visited with at least 6 weeks notice.

## **11. International Competition**

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- 11.1** FIL Men's World Events (Senior, Under 19 Field and Indoor) shall be conducted according to the Men's existing Championship Handbook.
- 11.2** FIL Women's World Events (Senior and Under 19) shall be conducted according to the Women's existing World event Guidelines. Note: the Women's World Cup is a Senior World Championship.
- 11.3** FIL World Indoor Events (Men) shall be played according to the FIL agreed Rules for Indoor Lacrosse as adopted by the General Assembly and the Men's Championship Handbook.



**11.4** FIL may approve specific competitions to be conducted as FIL events.

## **12. Anti Doping**

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**12.1** Policies and procedures regarding doping shall be as prescribed by the International Olympic Committee (IOC) and the World Anti-Doping Agency (WADA) from time to time and banned drugs shall be as outlined by the IOC / WADA. See attached document for details entitled FIL WADA Rules at Appendix D.

**12.2** For World Events the number of athletes and officials to be randomly selected for testing shall be agreed by the Board in conjunction with WADA.

### **12.3 Anti-Doping offence penalties**

See Appendix D

## **13. POSTAL / ELECTRONIC (e-mail) VOTING**

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13.1 The Board may from time to time call for a postal / electronic vote (as referred to in the Constitution). When this occurs for Members the communication will be sent to the contact point as nominated by the Member. A response will be required within 30 days of the request.

13.2 For clarity it should be noted that declared abstentions are not considered as “cast votes” and only “cast votes” count in the tally.

13.3 The required response for a postal vote to be valid shall be 1/3, rounded up, of the eligible voting members.

13.3 As per the Constitution (5.9) on matters relating to Constitution, Bylaws, Membership and the Rules a majority of 2/3 of cast votes is required. For all other matters a simple majority. In the event of a tie the President will have a casting vote.

13.4 For postal / electronic votes within the Board the response period will be 15 days however this may be reduced to a shorter period if a matter of critical urgency.



## APPENDIX A

### MEMBERSHIP CRITERIA

## 1. Guidelines

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**Note:** These guidelines are for the purpose of eliciting information about the interested country and are not to be construed as an application form. It is expected that further information will be required as a result of the preliminary analysis of the data received.

- 1.1. A proposal for membership of FIL should include information from the following areas of interest:
  - 1.1.1 The name and/or geographical description of the applicant country;
  - 1.1.2 The name of the governing body for lacrosse within the applicant country together with a documentation confirming their status as a governing body;
  - 1.1.3 The names of the Board of Directors or appointed persons who are in direct control of, and fiscally responsible for, lacrosse activities in the applicant country.
- 1.2. A summary of the reasons for the application together with a brief history of lacrosse in the applicant country including any international involvement.
- 1.3. A timetable which will outline the proposed integration of the applicant country or territory into the FIL program of world events and other international competition.
- 1.4. A commitment to the human and financial resources necessary to maintain membership in FIL, including the attendance at international competitions and/or meetings.
- 1.5 The membership application must include:
  - A copy of the Articles or Constitution of the applicant
  - Listing of Board / Committee members
  - Status of the Organization (e.g. set up as Not for Profit)
  - A set of the most current minutes to confirm that a meeting has been held
  - A copy of the Operational Plan /Proposals for development of lacrosse within the country

## 2. Full Membership

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- 2.1 Criteria for Member status
  - 2.1.1 National Association established.





- 2.1.2** Must have sent a delegate to at least one General Assembly (following invitation).
- 2.1.3** Must have a recommendation from the Development Committee that the applicant is ready to fully participate as a member of FIL.
- 2.1.4** Must have participated in a FIL approved event.
- 2.2** Criteria for establishing Full membership by participation at recognized (but not necessarily sponsored FIL Tournaments)
  - 2.2.1** FIL dues must be current for all FIL members participating
  - 2.2.2** At least 3 FIL member nations must participate in the event
  - 2.2.3** Must have attended a FIL General Assembly meeting
  - 2.2.4** Must give 6 months notification
  - 2.2.5** Event must be played by FIL rules
  - 2.2.6** in person evaluation by a FIL representative before granting FIL Membership
- 2.3** Benefits:
  - 2.3.1** Right to participate in all relevant FIL events.
  - 2.3.2** One voting delegate at General Assembly meetings.

### **3. Associate Membership**

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- 3.1** An organization may be accepted as an Associate provided that the FIL Development Committee:
  - 3.1.1** Is satisfied there is no other lacrosse organization active in that country
  - 3.1.2** Is satisfied that the organization is committed to the development of lacrosse in that country and
  - 3.1.3** Recommends that the organization be accepted as an Associate.
- 3.2** Benefits:
  - 3.2.1** Invitation to participate in relevant FIL events (but not able to compete for World Champion titles)
  - 3.2.2** One non-voting delegate should attend General Assembly meetings.

### **4. Membership Rights, Obligations and Expectations**

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- 4.1** Participation in FIL meetings
- 4.2** Participation in relevant World Events



**4.3** Payment of all financial obligations established by FIL, including:

- 4.3.1** Membership Subscriptions
- 4.3.2** Event participation and hosting fees
- 4.3.3** Other fees as agreed by the GA

**4.4** Further detail is at Appendix B.

**5. Allied Organization**

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- 5.1** The Board may assign the category of Allied Organization to any organization, other than NGBs for Lacrosse.
- 5.2** Allied Organizations have no voting rights.
- 5.3** There is no requirement for an Allied Organization to attend GA meetings but they may do so if they wish
- 5.4** Allied Organizations may speak at GA's at the discretion of the President (or the Chair of the GA at that time).
- 5.5** Allied Organizations will be charged an annual subscription fee, which must be paid within the requisite period of time, to retain Allied Organization status
- 5.6** Allied Organizations do not attain playing rights in FIL world events; this is only granted to National Governing Bodies.

**6. Membership review**

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- 6.1** The Development Committee shall regularly review the status of member NGBs and make recommendations on any status change as necessary or on benefit limitation as a Member considering their attendance at FIL meetings and FIL Events and also their domestic play situation as necessary.



## **FIL Member Rights, Obligations and Expectations**

### **Rights**

Members have the following rights:

- To take part in the General Assembly
- To submit proposals for inclusion in the agenda of the General Assembly
- To nominate candidates for FIL Board and Committee Chair positions
- To participate in FIL World events
- To participate in relevant development programs
- To exercise all other rights arising from the FIL Governing documents

The exercise of these rights is subject to other provisions in this Constitution and other applicable governing documents.

### **Obligations**

Members have the following obligations:

- To comply with the FIL Constitution, Bylaws, Policies and Rules of the respective games
- To comply with directives and decisions made by the General Assembly
- To pay membership subscriptions and other fees as invoiced in accord with the Constitution, Bylaws and Policies



- To provide a timely response to all communications including requests for information and responses to postal votes
- To abide by the agreed Anti-Doping regulations and ensure that the domestic regulations are consistent with the World Anti-Doping Code and FIL Anti-Doping Bylaws
- To ensure that members own regulations (Constitution, Articles, and Statutes etc.) are complied with.
- To respect the Rules of the Games

#### **Expectations**

- To determine its own office- holders by democratic elections, ensuring at all times an adequate minimum representation of each gender within its governance structure.
- Must be solvent
- To manage its own affairs autonomously and without interference from bodies outside of the Olympic movement.



APPENDIX C

MEMBERSHIP SUBSCRIPTIONS

See separate document which lists the subscriptions for each member.

APPENDIX D

FIL WADA Rules

See separate document which covers the FIL WADA Rules