

Ontario Senior Snooker League Constitution

This Constitution, in specific terms, defines the job descriptions, authorities and responsibilities of The Executive and Membership of the Ontario Senior Snooker League. It also defines how the operation of the league is governed. The Constitution will be considered the final authority for the Ontario Senior Snooker League.

The OSSL Membership will elect The Executive after every second year, during the off season, unless there are no candidates. In the event there are no candidates, the current Executive, if willing, would carry on for two more years, then the election process would be repeated. In the case where there are candidates for some, but not all Executive positions, an election will take place for those positions only. The Tournament Director positions are excluded from the election process.

The playing season will end at the completion of the OSSL final tournament. The banquet and awards presentation will follow within four weeks of the final tournament.

The OSSL Executive consists of the unpaid positions of President, Vice-President, Treasurer and Tournament Coordinator.

Duties and Responsibilities of the President

- Lead the Executive to oversee and control the operation of the OSSL
- Ensure Vice-President, Treasurer, and Tournament Coordinator are able to perform their duties and meet their obligations.
- The President can recruit a member as an adviser, Tournament Director or consultant as required.
- Arrange for the year-end Awards Banquet and post-season meetings.
- Ensure that financial reimbursement of personal funds used for the operation of the OSSL, go through the Treasurer. Receipts are required

for valid expenses, excepting some league costs that are not receipted. (These OSSL costs to be explained in detailed statement sent to Treasurer).

- Ensure that cheque writing on OSSL bank account will go through the Treasurer. Two signatures are required of either the Treasurer, President, or Vice-President. All three are registered by the bank as signors of the account.
- The President or Designate to assume duties of an Executive member, who for any reason is unable to continue. The responsibility will continue until the Executive can appoint a qualified replacement.

Duties and Responsibilities of the Vice-President

- Will assume the office and duties of the President should the President become unable to perform his/her duties for any reason. The Vice-President will hold the office until such time as the Executive vote or appoint a new President.
- Must be helpful to the President in overseeing the operation of the OSSL.
- Attend Executive meetings.
- Manage and update OSSL.Club website.

Duties and Responsibilities of the Treasurer

- Maintain a complete record of all income and expenses of the OSSL.
- Provide a Financial Statement to the Executive when required.
- Provide an end of season Financial Statement to the Executive and the Membership.
- Perform other duties such as providing cheques, communicating with the bank, ensuring expense receipts are submitted, etc.
- Attend Executive meetings.

Duties and Responsibilities of the Tournament Coordinator

- Train Tournament Directors

- Coordinate events with Tournament Directors and room owners.
- Plan major events including expenses and payouts.
- Assist with year end banquet.
- Uphold the requirements of the OSSL.
- attend Executive meetings.

Duties and Responsibilities of the Tournament Directors

- Ensure he/she or the back-up is present at each room tournament.
- Arrange with back up to cover off in case of absence.
- Direct the tournament in proper accordance with the OSSL rules and format. Follow the OSSL Director's Guideline as provided by the President.
- Ensure the dress code is adhered to.
- Establish starting handicap for new members.
- Monitor handicaps of newer members.
- The Tournament Director is the final authority at any scheduled OSSL Tournament in regards to conduct, dress code and any other problems that may arise. Authority includes issuing of suspensions from that tournament.
- Report any misconduct to the President.

Duties and Responsibilities of the Statistician

- Update OSSL standings each week of the playing season.
- Send results to the website and email to the Executive.
- Provide updated standings on a hard copy for various rooms and club postings.
- Provide the Executive with statistics analysis as requested.
- Provide the Executive with an end-of-season statistics summary.
- Coordinate with the Tournament Coordinator to ensure accuracy of all information.

Responsibilities of OSSL Members

- Conform to the rules of the OSSL including dress code.
- Treat all members with respect and observe a sportsmanlike manner at all times.
- Be punctual.
- Stay informed of OSSL updates. The information is available.

Dispersal Breakdown of OSSL Funds

- Payment to room owners for table time.
- Tournament Directors fees.
- Statistician fees.
- Miscellaneous expenses such as new sets of balls, photo-copying, stamps and other supplies.
- OSSL major tournaments – director fees and prize money.
- End of season banquet and awards.
- Unexpected league expenses.
- Carry over balance to the next season to be a minimum of \$1000.00

End of Season Banquet and Awards

The President and Vice-President are responsible for scheduling and arranging the event. They must ensure the purchase of awards, the venue and menu.

Awards

- Tournament points total – there will be cash awards for 1st, 2nd, 3rd, and 4th place. The Season High Run will have a cash award and a plaque or gift certificate.
- Majors – winner of first major will receive and plaque along with prize money. Winner of 2nd major will receive and plaque along with prize money.
- OSSL Final – winner will receive a plaque and the Dutch deBoer trophy

along with prize money.

- Regular event winners – plaque or cash. Value increases with number of events won.
- Art MacAlpine Trophy to the most respected, congenial player for the previous playing season. The recipient will be chosen by the Executive. The winner will keep for one year.

Summary

The OSSL Executive will control and decide on all aspects of league operation. Member polls may be initiated by the Executive only. The Executive will be in full agreement with any subject matter being presented to the membership. The poll results will be utilized in the decision making process.

Amendments to the Constitution, if required, will be decided by the Executive.

Updated July 17, 2023