



BY-LAWS OF THE

ASIA PACIFIC LACROSSE UNION

OCTOBER 2014

APLU BY-LAWS (POLICY DOCUMENTS)

1. BY-LAWS

- 1.1 The Union may make, repeal and amend By-Laws to further the Objects of the Union and for the provided they are not inconsistent with the Constitution.
- 1.2 Proposed amendments to the By-Laws must be advised in writing to the Executive Director at least 60 days prior to any Union meeting. Those proposed amendments shall be circulated to Members and the Executive Board at least 30 days before the date of the meeting.
- 1.3 Proposed amendments to By-Laws may be determined by electronic ballot.
- 1.4 Resolutions shall be determined by the majority vote of at least two thirds of those eligible to vote.

2. CONSTITUTIONAL AMENDMENTS

- 2.1 Proposed amendments to the Constitution must be advised in writing to the Executive Director at least 60 days prior to any Union meeting, and circulated to Members and the Executive Board at least 30 days before the date of the meeting.
- 2.2 Proposed amendments may be determined by electronic ballot.
- 2.3 Resolutions shall be determined by the majority vote of at least two thirds of those eligible to vote.

3. OBJECTIVES OF THE APLU

To promote and develop lacrosse in the Asia Pacific region.

To provide a means of communication between all lacrosse playing and developing countries in the region.

To encourage international exchange and friendship through lacrosse between members and prospective members, and provide assistance wherever possible.

To organize the ASPAC Championship bi-annually.

4. APLU VALUES, MISSION & VISION

4.1 VALUES

Ours is an inclusive organisation that epitomises the values of opportunity, camaraderie and endeavour. It is one in which all of our people work collaboratively for the benefit of the Region and are valued. We will be passionate in our work and encourage commitment and creativity in all that we do. As on the playing field we shall ensure the spirit of fair play prevails and shall embrace the principle of equality of men and women. The APLU believes that an effectively managed Union is the key to developing growth in the Asia Pacific region.

4.2 MISSION

The APLU is the regional governing body for lacrosse in the Asia Pacific countries.

Its mission is to promote and support activities of Members who dedicate themselves to the growth of the sport in the Region.

This shall be accomplished by:-

- Strengthening the unity between all lacrosse playing and developing countries in the Region by providing an effective means of communication.
- Providing advocacy, leadership and effective management for the progress and facilitation of opportunities for Asia Pacific nations.
- Encouraging international exchange and friendship through Lacrosse between Members and prospective Members.

4.3 VISION

As the Regional governing body for lacrosse in the Asia Pacific region the APLU shall:-

- Become a self-funded organization which can sustain its operations and conduct development programs for the region.
- Promote a strong Asia Pacific culture that supports the active participation of all members.
- Ensure the regular celebration of the APLU as part of the lacrosse family.
- Provide opportunities to develop leadership and management skills at the international regional level.
- Raise the profile of the Union and the sport within the greater world lacrosse community and the Asia Pacific countries.

5. MEMBERSHIP

5.1 MEMBERSHIP CATEGORIES

Membership categories shall be:-

5.1.1 Full Member: This entitles the Full Member to one voting delegate at the Union meetings and nomination of the Officers and members of the Executive Board.

5.1.2 Associate Member: This entitles the Associate Member to one delegate at the Union meetings with no voting entitlements.

5.1.3 Affiliate Member: There is no requirement for an Affiliate Member to provide any delegates. This has no voting entitlements.

5.1.4 The National Governing Body for lacrosse in any country of the Region shall be eligible for Full or Associate Membership of the Union.

5.1.5 Membership may only be conferred by a resolution passed by a majority of at least two thirds of the members present and voting at a Union meeting.

5.1.6 Any multi-national/sub-Regional or local lacrosse organization, other than the National Governing Body, in the Region shall be eligible for Affiliate Membership of the Union.

5.2 MEMBERSHIP CRITERIA

5.2.1 The criteria for Full, Associate and Allied membership status are as outlined in Appendix A to the By-Laws (Note: currently under review).

5.2.2 The Board will determine whether an applicant country meets the criteria and policies set by the APLU and if so shall submit to the membership for consideration.

5.3 MEMBERSHIP SUBSCRIPTIONS

5.3.1 The annual membership subscriptions payable by categories of members to the APLU shall be recommended by the APLU Board and agreed at a Union meeting.

5.3.2 The Financial year shall be 1 September – 31 August.

5.3.3 Members whose subscriptions have not been paid and received by the time set by the Board in any year shall not be entitled to receive any of the benefits, advantages, privileges or services of APLU membership unless otherwise approved in writing by the Board. The Board at its discretion may extend the time for payment of subscriptions or fees either generally or in any particular case.

5.4 MEMBER'S REPORTING OBLIGATIONS

5.4.1 APLU will request from each Full and Associate Member an Annual Report covering playing / coaching / officiating/ development, numbers and such other information as required. A template covering the prime requirements is outlined in Appendix B.

5.5 CESSATION OF MEMBERSHIP

5.5.1 Any Member may resign from Membership of the Union by giving 60 days advance notice in writing to the Executive Director but such Member shall remain liable for all monies due by the Member to the Union at the time of ceasing to be a Member.

5.5.2 The Union may refuse to continue the Membership of a Member by a resolution passed by a majority of at least two thirds of those present and voting at a Union meeting. A minimum of 60 days notice of the motion must have been provided to all Members and the Member must have had the opportunity to make written and/or personal presentation to all Members present at the meeting to consider the motion.

6. BOARD

6.1 BOARD COMPOSITION

6.1.1 The Executive Board shall comprise the President, Vice President, Executive Director and no more than three other Directors. (Maximum 6)

6.1.2 The President, Vice President and Executive Directors are the Officers of the Union.

6.1.3 In principle Members of the Executive Board shall not also represent their own countries as delegates.

6.2 ELECTION OF BOARD

6.2.1 Members of the Executive Board shall be nominated by the Full Members and are elected at a Union meeting.

6.2.2 Rotational Board terms shall be 3 years which shall commence on 1 September following the date of election.

6.2.3 The appointment of the Executive Director is recommended by the President and approved by the Union for the term of office of the President.

6.2.4 Nominations for all Executive Board positions to be advised in writing to the Executive Director at least 60 days prior to any Union meeting at which an election is to be held. A copy of

all nominations shall be circulated to Members and the Executive Board at least 30 days prior to the meeting.

6.2.5 If no nominations for the positions of President and/or Vice President are received by the required date nominations may be received at the Union meeting.

6.2.6 If nominated by a Member other than their country of residence Board nominees must have the nomination supported in writing by the National Governing Association in their home country.

6.3 VOTING RIGHTS OF BOARD MEMBERS

6.3.1 The President is not entitled to a vote at Union meetings but is entitled to a casting vote.

6.3.2 The Vice President is entitled to a vote at Union meetings except when acting as Chairperson of the meeting.

6.3.3 The Executive Director is not entitled to a vote at Union meetings.

6.3.4 The remaining Directors are entitled to vote at Union meetings.

6.3.5 Each member of the Executive Board can carry a maximum of one proxy vote.

6.4 BOARD MEMBER VACANCY

6.4.1 A Member of the Executive Board has the right to resign their position by submitting a letter of resignation in writing to the Executive Board.

6.4.2 In the event of a vacancy in the position of President or Vice President after taking office a replacement shall be elected at the next Union meeting or by electronic ballot for the balance of the term.

6.4.3 A casual vacancy on the Executive Board and their respective position may be replaced by a majority vote at any Executive Board meeting to serve until the next General Meeting.

6.5 BOARD RESPONSIBILITIES

6.5.1 Members of the Executive Board shall attend a Union meeting every two years and in-between shall meet via electronic communication.

6.5.2 The Executive Board shall undertake to organize all activities of the Union as designated.

6.5.3 The Executive Board shall propose general policies and plans including financials at the General Meeting for approval.

6.5.4 The Executive Board shall submit a committee report to the General Meeting for approval.

7. COMMITTEES

7.1 The current committees are:-

- Competition Committee
- Officiating Committee

7.2 The Competition Committee shall handle matters covering the competition By-Laws.

7.3 The Officiating Committee shall handle matters covering on-field rules for umpiring/refereeing.

7.4 The Chairpersons of the Committees shall be appointed by the Executive Board. Other members of the Committees shall be drawn from amongst the Members as appropriate.

7.5 The Committees shall make recommendations to the Executive Board and/or the Union meeting.

7.6 The Union may constitute one or more additional working and advisory committees from time to time.

7.7 These committees must submit reports and recommendations to the Executive Board and/or to a Union meeting as required.

8. FINANCIALS

8.1 The Financial Year of the Union commences on 1 September and ends on 31 August in each year.

8.2 All Members of the Union and Executive Board Members shall be responsible for their own expenses.

8.3 An income and expenditure statement and a balance sheet for each financial year shall be presented at the General Meeting or electronically to Members.

8.4 Financial reports shall be provided to Members within 60 days after the end of the financial year.

9. MEMBER'S MEETINGS

There are two APLU Member's meetings, either a

- General Meeting or a
- Special General Meeting

9.1 General Meeting

9.1.1 This shall be held at least once in 2 calendar years.

9.1.2 The venue (city) and tentative date of the next General Meeting shall be determined at each General Meeting of the Union.

9.1.3 Exact details must be advised at least 60 days prior to the meeting.

9.1.4 Any business to be discussed at a General Meeting must be advised in writing to the Executive Director at least 45 days prior to the meeting.

9.1.5 The agenda shall be advised to Members and the Executive Board 30 days prior to the meeting.

9.1.6 Business to be transacted at the General Meeting includes:-

- Elect the Officers and the Executive Board
- Vote on Constitution and By-Laws (changes and additions)
- Approve any Policies and Plans
- Approve a budget and authorize the Executive Board to manage the budget
- Delegate day to day running to the Executive Board
- Oversee Executive Board activity and performance
- Receive and review reports from the Executive Board
- Receive and review reports from Members
- Set policies for creation/structure of committees
- Vote to confer Membership
- Approve financial statements
- Set the Membership subscriptions for a 2-year period as recommended by the Executive Board
- Approve Auditors as necessary

9.2 Special General Meeting

9.2.1 A Special General Meeting shall be convened within 60 days of a written request to the Executive Director by at least three Members.

9.2.2 45 days notice of such meeting must be provided to the Members and the Executive Board members.

9.2.3 The specific nature of the business to be transacted at the meeting and only this business can be transacted at the meeting.

9.2.4 A Special General Meeting can be convened via phone/electronically/or in person.

9.3 ATTENDANCE AND VOTING PROCEDURE AT UNION MEETINGS

9.3.1 Each Full and Associate Member shall nominate annually one delegate to attend the Union meetings.

9.3.2 All Members shall advise the Executive Director the name and contact of their delegate for each Union meeting no later than 30 days before the first day of that meeting.

9.3.3 Additionally each Member may optionally send an observer (who must be named in advance) to the meeting. Observers will be seated with their delegate at the table (where physical constraints of the meeting room permit this).

9.3.4 Members shall advise the Executive Director the name and contact of their delegate for each Union meeting no later than 30 days before the first day of that meeting.

9.3.5 A quorum for any of the Union meetings shall comprise at least 50% of the total number of Full Members, who shall be present either in person or by proxy, plus the President or Vice President.

9.3.6 Members may nominate in writing another Member as a proxy vote if that Member is unable to attend a Union meeting.

9.3.7 The Meeting shall be convened by the President and the Executive Director.

9.3.8 The President, or in his absence the Vice President, shall act as Chairperson.

9.3.9 The Executive Director, or in his absence, a Full Member appointed by the Chairperson, shall be responsible for recording of minutes of the Meeting and distribution of such minutes to all Members and the Executive Board within 60 days of the meeting.

9.3.10 Any vote at a Union meeting shall be decided by a simple majority, i.e. more than 50% of those present and voting, unless otherwise indicated in the APLU Constitution.

9.3.11 Only the delegate can cast a vote.

9.3.12 Observers may only address the meeting with agreement of the Chair at the specific request of the delegate. The Chair may decline such a request.

9.3.13 The Chair may suspend 'Standing Orders' for any topic of discussion (this allows all those present to speak).

10. ASPAC COMPETITION

10.1 The ASPACs shall be held bi-annually (once every two years) and provides a competition opportunity for participants throughout the Region.

10.2 Guidelines for hosting and participating in ASPACs are under separate cover.

10.3 Changes to the guidelines can only be made at a Union meeting.

10.4 Expressions of Interest (EOI) to host the ASPAC Championship will be circulated to all APLU Member countries by the APLU Executive Director. This document forms part of the ASPAC Guidelines document (Appendix) and includes the statement of declaration to abide by the APLU rules for competition.

10.5 The APLU provides banners to be used at APLU events/ASPAC Championship, and is responsible for the safe keeping of the items.

10.6 Members are responsible for bringing their country flag to APLU events/ASPAC Championship.

11. PLAYING RULES

11.1 The playing Rules shall be as per the Federation of International Lacrosse.

11.2 Alteration to the playing Rules for a particular tournament/competition organized by the Union shall be allowed provided that such alteration is approved by the Competition Committee.

APPENDIX A
MEMBERSHIP CRITERIA FOR FULL, ASSOCIATE
AND ALLIED MEMBERSHIP

Under Review.

APPENDIX B
TEMPLATE FOR ANNUAL REPORTING BY MEMBERS

- Name of Member Association
- Membership Numbers & Categories
- Competition – local and international
- Officiating – local and international
- Development initiatives
- Future initiatives
- Executive Board – (names, positions, contact details)