

motionball for Special Olympics - University of Toronto Student Chapter Constitution

1. Name

The official name of this recognized campus group is “motionball for Special Olympics - University of Toronto Student Chapter”. This group will also be referred to as “motionball U of T”.

2. Purpose & Objectives

motionball for Special Olympics is a national nonprofit organization hosting social and sporting events in cities across the country to raise funds and awareness for Special Olympics Canada Foundation. motionball’s mandate is to engage the next generation of volunteers and leaders - Canada’s students and young professionals - to make their schools and communities more inclusive for individuals with intellectual disabilities.

The motionball U of T Student Chapter will exist to engage University of Toronto students in the Special Olympics movement, with the objective of running one major on-campus motionball event each academic year.

This event, called Marathon of Sport, will bring together UofT students and local Special Olympics Ontario athletes in a day of sport & celebration to raise funds and awareness for local Special Olympics programs, and to introduce students to the Special Olympics athletes they are supporting.

3. Membership

Membership to the group is open to all the University of Toronto members (students, staff, faculty, and alumni). U of T students are permitted to run, nominate, and vote in elections and constitutional amendments. The group is open to U of T faculty, staff and alumni. However, these members do not hold the aforementioned rights. Members must register with a designated executive by submitting their full name and a valid email address.

There will be no membership fee. The group will have a minimum of 20 members at all times, with over 50% of these members being UTSG members.

4. Executives List and Duties

The Executive committee shall be composed of three (3) elected officers, 2 Co - Directors and 1 Assistant Director.

i) Co-Directors (2) shall

- Oversee the operations of the motionball UofT chapter
- Represent the motionball UofT chapter within the university
- Connect bi-weekly with the motionball National Office
- Set dates, times, and locations of general meetings
- Outline expectations for all group members
- Ensure transition of the motionball UofT Chapter to the future Executives
- Track and manage all financial transactions, reporting these to the motionball National office

ii) The Assistant Director (1) shall:

- Set the agenda for meetings and record meeting minutes
- Assume duties of the Co-Directors in their absence
- Ensure that all activities of the club meet regulations and policies of the University of Toronto
- Coordinate the recruitment of new group members for the following academic year

The executive will appoint a minimum of 7 Coordinators from the general members in the following positions:

- Coordinator, Logistics
- Coordinator, Fundraising
- Coordinator, Recruitment
- Coordinator, Marketing & Social Media
- SO Liaison
- Coordinator, Sponsorship
- Varsity Athlete Ambassador

5. Termination of Executives or General Members

Any member of the club who commits an act negatively affecting the interests of the club and its members, including non-disclosure of a significant or continuing conflict of interest, may be given notice of removal. The member up for removal shall have the right to defend his/her actions.

A vote will be held at an executive meeting, and a two-thirds majority vote of the current executives present in favor of removal is required. The member must have the right to an appeal before the general membership, and the majority vote of the general membership will have the final say on the matter.

The member will be removed from the club's membership and will lose any privileges associated with being a member of the club.

6. Elections

The executive committee shall strike the Elections Committee and appoint one (1) Chief Returning Officer (CRO) and two (2) Scrutinizers from the general members of the committee to conduct and hold elections in March. All members of the Elections Committee shall be non-biased in the results of the election and shall be required to disclose any and all conflicts of interest in the election.

The CRO Returning Officer shall accept nominations only from group members that are also registered U of T members (staff, faculty, students and alumni) for candidacy of executive positions from the general membership before the beginning of March. Candidates have to be members in good standing and be part of the group for at least one month prior to the nomination period.

The CRO shall select three (3) election dates before March 30th for the voting period. These dates will be announced in a minimum of two (2) weeks prior to elections dates and must fall on weekdays.

The CRO and Scrutinizers shall provide each U of T member with a paper ballot on the voting dates and ask the member to place their ballot in an enclosed box.

In preparation for a tie, the CRO shall select an executive from amongst the executive committee, to cast their ballot and seal it in an envelope. In the event of a tie for an executive position, one of the two Scrutinizers shall break the seal and count the ballot in order to break the tie.

After the election is over, the CRO and Scrutinizers shall count the ballots. The candidate with the most votes shall be elected to the position. The CRO and Scrutinizers shall submit a report of the results of the elections to the Executive Committee and general members.

Registered U of T members may not vote by proxy. Non U of T members may not nominate or vote in elections.

Only U of T members who have paid any applicable membership fees and have been a member in good standing for 30 days prior to election dates are eligible for voting.

Term of executive positions shall be from May 1st to April 30th.

7. Finances

The Co-Directors shall keep records of all income and expenses and the Executive Committee will vote on expenditures of over \$100.00 by majority vote at an executive meeting. All transactions must be approved by the motionball National Office and adhere to the UTSG guidelines. The group's executive or members may not engage in activities that are essentially commercial in nature. This is not intended to preclude the collection of membership fees to cover the expenses of the group, or of charges for specific activities, programs or events, or to prohibit groups from engaging in legitimate fundraising. However, the group will not have as a major activity a function that makes it an on-campus part of a commercial organization, will not provide services and goods at a profit when that profit is used for purposes other than those of the organization, and will not pay salaries to some or all of its officers.

All funds raised at motionball U of T events will be donated to Special Olympics Canada Foundation, and donors will receive charitable tax receipts from Special Olympics Canada Foundation.

8. Meetings

Executive meetings will be held once a week by phone or in person. General meetings shall be held monthly or twice-monthly, at the discretion of the Executive. The Annual General Meeting will take place in early April, to go over the group's annual activity plan, financial health and propose or vote on constitutional amendments, if any. Motions will require 2/3 majority of registered members in attendance for a vote to be cast. The motion with the most votes will be passed.

The Co-Directors shall attend the motionball National Annual General Meeting in February of every year and will report on national updates and best practices to the general group at the next meeting.

9. Amendments

Any registered U of T members may propose and vote on amendments to this constitution. The Executive Committee will administer the process of having amendments discussed at general meetings.

Constitutional amendments shall require a 2/3 majority to be passed at Annual General Meetings by registered U of T members in attendance.

The Executive Committee shall formally adopt the new constitution and submit the revised constitution to the respective University offices (i.e. The Office of Student Life, The University of Toronto Students' Union, etc) within two (2) weeks of its approval by general members.