

# Constitution and By-Laws of the University of Toronto Polo Club (2023-2024)

## **Article I: Name and Purpose of Club**

- 1.1. The official name of the recognized student group is “University of Toronto Polo Club”
- 1.2. The official acronym or abbreviation of the group is “U of T Polo”
- 1.3. The mission and purpose of the organization are as detailed below:

### **MISSION**

The University of Toronto Polo Club is committed to rendering the sport of polo accessible to all interested undergraduates, with the final goal of sevā. In Sanskrit, the word sevā describes the act of selfless service or work performed without regard for the outcome for one's self; it is only through the act of service for others that collective benefit and gain occur. It shall be the purpose of this organization to provide camaraderie, opportunities for travelling abroad, for noncompetitive and competitive purposes, and a worthwhile mental health & wellness contribution to U of T campus life for all its members. We aim to foster cordial yet competitive interaction between the University of Toronto and other universities in the United States Polo Association Intercollegiate (USPA) and nurture cultural curiosity and a love for travelling to our community and club.

### **Purpose of U of T Polo Club**

The University of Toronto Polo Club is a charitable club dedicated to fostering a community built on respect, benevolence, justice, and thus comradeship. The purpose of the club is threefold:

1. To provide access to information on the history and sport of polo.
2. To provide instruction in the sport of polo to beginner and experienced players alike.
3. To make an impact on relevant social and environmental challenges, through the sport and entertainment of polo.

## **Article II: Membership and Membership Fee**

2.1 The group shall maintain a list of group members, of which existing team members are invited to return to the team each semester.

2.2. Voting membership is open to all registered students of the University of Toronto, without restriction on the grounds outlined by the Ontario Human Rights Code's Prohibited Grounds of Discrimination.

2.3. Voting membership is open only to registered students of the University of Toronto. There shall be the following types of voting members:

(i). Social members: beginner polo members who participate in club social events on campus, watch polo tournaments and do not or seldomly horse ride or play polo. Social members are welcome to participate in any U of T polo-related event held in collaboration with the Toronto Polo Club, the Di Rosa Polo Club, and the Greater Niagara Polo Club. To view a polo tournament at the Toronto Polo Club facilities, Social members are invited to pay the club fee of \$30 plus tax for club operations and transportation. For a mental health & wellness retreat, social members are invited to travel with a group of friends and participate in beginner group polo clinics offered at the Greater Niagara Polo Club.

(ii). Player members: interested or experienced polo members who intend to ride and/or play polo more than once per month. Player members are invited to participate in club social events on campus and are welcome to participate in any U of T polo-related event held in collaboration with the Greater Niagara Polo Club, the Toronto Polo Club, and the Di Rosa Polo Club. Player members are invited to pay the Toronto Polo School Club's discounted rate for horseback time & access to barn facilities at the Bancroft Farm (Polo Management Services). Player members are invited to mount on horseback locally at the Toronto Polo Club as well as travel out-of-town to the Niagara Falls region to play with the U of T Polo Team at least once per term. Interested members must have Player membership to ride more than once per month, or be eligible to join a U of T Polo Team(s). A Player Member may ride and play polo with the U of T polo team and is eligible for team tryouts to become part of a U of T Polo Team. Players members will sign respective waiver forms at USPA-recognized clubs such as the Toronto Polo Club and the Greater Niagara Polo Club. For club operations and transportation, player members must pay a club fee of \$30 plus tax.

(iii) U of T Polo Team: members of the U of T Polo team(s) will have to all be registered USPA members and may be members of the Executive Committee but need not be. Team members are expected to play polo at the Greater Niagara Polo Club at least once a month. Team members are invited to participate in club social events on campus and are welcome to participate in any U of T polo-related event held in collaboration with the Greater Niagara Polo Club, the Toronto Polo Club, and the Di Rosa Polo Club. Throughout the academic term, team members are expected to consistently play polo together at the Greater Niagara Polo Club, as well as travel out-of-the-country for polo at least once per term. If time constraints and stress during the University of Toronto's final exams require it, team members may elect to practice polo at the Toronto Polo Club for extra training. Team members will sign respective waiver

forms at USPA-recognized clubs such as the Toronto Polo School and the Greater Niagara Polo Club. For club operations and transportation, team members must pay a club fee of \$60 plus tax.

2.4 Non-voting membership may be extended to interested staff, faculty, and alumni, or persons from outside the University, without restriction on those grounds outlined by the Ontario Human Rights Code's Prohibited Grounds of Discrimination.

2.5. The membership fees to pay club dues consist of a

- (i). a \$30 fee per year to join the U of T Polo as a Social Member
- (ii) a \$30 fee per year to join the U of T Polo as a Player Member
- (iii) a \$60 fee per year to join the U of T Polo as a Team Member

Any increase in dues fees must be discussed with the President, the Secretary, and the Treasurer. The Chairs and the Coach of U of T Polo may also be consulted.

### **Article III: Rights of Members**

3.1. All members may apply for a full refund of their membership fee within one (1) month of becoming a member.

3.2. All voting members have a right to attend all general meetings of members.

3.3. All voting members have a right to cast votes at all general meetings of members.

3.4. All voting members have a right to stand for election unless otherwise stated in this document.

3.5. All voting members have a right to propose and vote on amendments to this constitution.

3.6. The rights prescribed in Article Three are not awarded to non-voting members as described in Article Two.

3.7 *"Not In Good Standing"*. Any voting or non-voting member who:

(i) has engaged in, is alleged to have engaged in, or is under investigation or sanction for engaging in discrimination based on gender, sexual orientation, ancestry, ethnic origin, disability or any protected grounds under the Ontario Human Rights Code;

(i) has engaged in, is alleged to have engaged in, or who is under investigation or sanction for engaging in sexual violence; any instance of sexual violence, including sexual harassment and all associated definitions provided herein.

- (ii) has engaged in, is alleged to have engaged in, or is under investigation or sanction for engaging in a violation of any standards of the University of Toronto,
- (iii) has engaged in conduct which undermines U of T Polo's mission to promote character development and service to others through sevā.
- (iv) has violated the safety rules of the USPA.

shall be deemed Not in Good Standing.

3.8 Only members In Good Standing shall, at the discretion of the Executive Committee, have the privilege to:

- (i) access polo and riding discounts with affiliates of the Club or otherwise in connection with the Club;
- (ii) access work-to-ride programs (if offered);
- (iii) access volunteer, work or research placements with affiliates of the Club or otherwise in connection with the Club;
- (iv) attend Club events, practices, games and tournaments

#### **Article IV: Executive Committee**

- 4.1. The term for all positions on the Executive Committee shall be from May 1st to April 30th.
- 4.2. The Executive Committee shall be comprised of a maximum of ten (10) voting members.
- 4.3. Executive members with voting privileges shall be currently registered students of the University of Toronto
- 4.4. Non-voting members may hold only non-voting positions on the Executive Committee.
- 4.5. Staff, faculty, or alumni members may hold non-voting executive positions. These nonvoting executive positions shall be limited to a maximum of one (1) or ten per cent (10%) of the full executive body, whichever is greatest
- 4.6. Persons holding non-voting positions on the Executive Committee cannot serve as an officer, financial authority, signing authority, primary contact, or secondary contact.
- 4.7 Registered students may be executive members on one or more Student Groups but may only serve as a financial signing officer on one Student Group at a time.

- 4.8. The Executive Committee, President and Secretary may appoint members to unlimited roles which are not part of the Executive Committee to provide support to the Executive Committee and the U of T Club; such roles may include, without limitation, club administrators, and polo ambassadors.

## **Article V: Executive Committee Composition and Duties**

The student board of the University of Toronto Polo Club consists of three elected positions.

### 5.1. President

- a. Responsibilities: The president is responsible for the oversight of the club's general operations, polo schedule, and events management. The president shall serve as a spokesperson for the club, as well as act as a liaison between the club, the University, and third parties unless otherwise delegated. The president is delegated to create new pathways, support initiatives, and provide opportunities for under-represented communities to experience polo within the international polo community. The President will commit to promoting the University's values regarding Equity, Diversity, and Inclusion, and relate these to the club's unwavering commitment to performing sevā (selfless service). The President will strive to make U of T Polo an equitable and inclusive space, rich with diversity, protecting the human rights of all persons, and based upon understanding and mutual respect for the dignity and worth of every person. The president must be eligible to cast votes at meetings of the Executive Committee, to hold signing and financial authority along with the Treasurer, and to preside over meetings of the Executive Committee and/or members. Among their final duties, the president must also ensure a transition of office from one year to the next, and be available to contact should further questions arise.

### 5.2. Secretary

- a. Responsibilities: The Secretary is primarily responsible for record-keeping and notifying all members of general meetings and must be eligible to cast votes at meetings of the Executive Committee. The Secretary is delegated with the maintenance of the notes and motions of meetings. In cases of absence, the Secretary is to assume the duties of the President. The Secretary will ensure activities of the club comply with the policies of the University of Toronto, will hold signing and financial authority and must be eligible to cast votes at meetings of the Executive Committee.

### 5.3. Treasurer

- a. Responsibilities: The Treasurer is responsible for recording all financial transactions of the group, maintaining a club budget of income and expenses, preparing an annual budget for the group, and advising members of the financial standing of the group. The Treasurer is responsible for structuring budget plans for trips abroad, will hold signing and financial authority and must be eligible to cast votes at meetings of the Executive Committee.

## **Article VI: U of T Polo Women's Advisory Committee**

- 6.1. The term for all positions on the Advisory Committee shall be from May 1st to April 30th.
- 6.2. The Advisory Committee shall be comprised of three of (3) non-voting members.
- 6.3. Non-voting members may hold only non-voting positions on the Advisory Committee.
- 6.4. Only USPA members may hold non-voting positions.
- 6.5. Persons holding non-voting positions on the Advisory Committee cannot serve as an officer, financial authority, signing authority, primary contact, or secondary contact.

## **Article VII: U of T Polo Women's Advisory Committee Composition and Duties**

The women's advisory board of the University of Toronto Polo Club consists of three registered USPA members, appointed by the Executive Committee.

### 7.1 Equine Welfare Advisory Chair

- a. Responsibilities: The Equine Advisory Chair is charged with providing key guidance and recommendations on equine wellbeing and standards to the U of T Polo team. The Equine Advisory Chair will provide a framework for team members to champion equine welfare, in a manner that firmly places the value and wellbeing of the polo pony to the sport first and foremost. The Equine Advisory Chair is responsible for ensuring polo ponies are treated with the highest standards of care, by humane guidelines, and that the U of T polo team operates in a safe and ethical environment, in line with USPA standards. By acting in accordance with the USPA Handicap Policy and with the highest standards of honesty and integrity in polo, the Equine Welfare Advisory Chair will continually aim to improve the standard of women's polo in the club.

## 7.2 Polo Sportsmanship Advisory Chair

- a. Responsibilities: The Polo Sportsmanship Advisory Chair is responsible for providing a beginner introduction to polo and an overview of the rules of polo to interested social members, with the objective of forming a sportsman attitude and behaviour during and after the game. The Polo Sportsmanship Advisory Chair is charged with ensuring the spirit of fair play to interested beginner social members, and an attitude of respect for the horse as our partner in polo, before horseback time. The Polo Sportsmanship Chair will seek to promote standards for social members to conduct themselves with integrity, and dignity, on and off the field. The Polo Sportsmanship Advisory Chair will encourage the networking of the club with women in polo around the world, to better partner with other polo clubs and help create opportunities on behalf of its members.

## 7.3 International Polo Advisory Chair

- a. Responsibilities: The International Polo Advisory Chair is charged with promoting international cultural exchange polo events, including tournaments, and travel to the U of T Polo team and player members to foster international fellowship and sportsmanship. The International Polo Advisory Chair is responsible for seeking new travel opportunities internationally, for both noncompetitive and competitive purposes and organizing interactions between the U of T polo team and other universities registered under the USPA. The International Polo Advisory Chair is responsible for co-operating with Polo Canada, the Federation of International Polo, The United States Olympic Committee and all other interested qualified groups or individuals in achieving club goals. The International Polo Advisory Chair will encourage the networking of the club with women in polo around the world, to better partner with other polo clubs and help create opportunities on behalf of its members.

## **Article VIII: U of T Polo Team & Schedule**

All U of T Polo team members are expected to play club polo at least once per month at the Greater Niagara Polo Club.

## **Article VII: Elections**

- 8.1. All voting positions on the Executive Committee shall be filled through an annual election.

- 8.2. All voting group members shall be eligible to seek nomination to and cast a ballot for each voting position.
- 8.3. All non-voting group members shall be eligible to seek nomination only for non-voting positions on the Executive Committee.
- 8.4. Non-voting group members shall not be eligible to cast a ballot for any elected position.
- 8.5. The nominee winning the plurality of votes cast in the election for each position shall be deemed the winner.
- 8.6. On the condition that multiple candidates are to be elected for a single position, the nominees winning the largest share of the votes cast shall be deemed the winners until all positions are filled.

#### **Article IX: Finances**

- 9.1. The Treasurer shall keep an active record of income and expenses.
- 9.2. The Treasurer shall present the group's updates on the group's financial position at annual general meetings.
- 9.3. The Executive Committee must approve all expenditures over \$100.00 through a majority vote at a meeting of the Executive Committee.
- 9.4. The group may not engage in activities that are essentially commercial in nature.
- 9.5. The group will not have as a major activity a function that makes it an on-campus chapter of a commercial organization.
- 9.6. The group will not provide services and goods at a profit when that profit is used for purposes other than those of the group.
- 9.7. The group will not pay salaries to any of its officers.
- 9.8 Any contract(s) entered into by the founding Executive Committee or the founding president on behalf of the Club, prior to the Club being recognized by the University or during any period of a lapse in recognition, shall be assumed by the Club on the same terms as the pre-recognition and/or lapse in recognition contract(s); the Club is solely responsible for all financial and other obligations under said contracts.

#### **Article X: Meetings**

- 10.1. The Executive Committee shall meet monthly.
- 10.2. The group shall hold general team meetings at least twice per year to provide the general membership an opportunity to review the group's annual activity plan, financial health, and propose or vote on constitutional amendments.

10.3. The Executive Committee must announce the date of a general meeting to the general membership at least one (1) week prior to the date of the meeting.

#### **Article XI: Termination of Membership**

11.1. The Executive Committee may revoke the membership of 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.

11.2. A vote to revoke membership must be held at a meeting of the Executive Committee.

11.3. A two-thirds majority of the Executive Committee is required to approve any motion to revoke membership.

11.4. Any member facing removal shall have the right to appeal the decision of the Executive Committee to the general membership.

11.5. In the case of an appeal, a simple majority vote at a meeting of the general membership shall be required to sustain the revocation of membership.

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

11.7. Executive Committee members are subject to the same termination of membership process as general members.

#### **Article XII: Changes to the Constitution**

The Constitution will be reviewed at the beginning of each academic year. Changes to the Constitution may be discussed among no less than seventy-five percent of the team. Amendments may be approved by a majority vote of no less than seventy-five percent of the team. All voting members may propose and vote on amendments to the constitution.

12.1. The Executive Committee shall submit the revised constitution to staff in the Division of Student Life at the University of Toronto within two (2) weeks.

12.2. Amendments to the constitution shall take effect only once the revised constitution has been approved by staff in the Division of Student Life at the University of Toronto.

DATED this \_\_\_\_\_ day of March, 2023

On behalf of the

**The Executive Committee**

*Of the University of Toronto Polo Club*

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*Sabrina McLennon.*  
*President & Founder*

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*Natalie Sirkin*  
*Secretary*

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*Serena Hope*  
*Treasurer*