Constitution and By-Laws of the University of Toronto Polo Club (2026-2027)

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 U of T students, 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 comradeship, 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) while nurturing 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 a shared love for polo and rooted in respect, sportsmanship, and comradeship. The purpose of the club is threefold:

1. To preserve and share the cultural and historical knowledge of polo, to diverse peoples across the globe.
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: members who watch polo tournaments, participate in U of T Polo social events, and do not or seldom horse ride or play polo. Social members are invited to pay a club fee of $25 plus tax for club operations. For a mental health & wellness retreat, Social members are invited to travel out-of-the-city at least once per term, with a group of friends, to watch a Saturday polo game and/or participate in introductory group polo clinics offered at the Toronto Polo School. For the summer season, Social members who remain in Toronto are welcome to pay a club fee of $15 in order to participate as spectators in charity polo tournaments at the Toronto Polo Club facilities. Social members are welcome to participate in all U of T Polo social events and polo charity tournament events held in joint collaboration with the Toronto Polo Club.

(ii) Stick & Ball members: members who are experienced riders or polo players and intend to play or learn to play polo at least once per month. Stick & Ball members are invited to register for USPA non-competing membership of $50 plus tax to play under U of T Polo. For a mental health & wellness retreat, for the academic term of 2025-2026, Stick & Ball members are invited to travel at least once per month individually or as a group of equestrians and participate in group polo clinics offered at the Toronto Polo School. Stick & Ball members are invited to play with the U of T Polo Team(s) and are eligible for team tryouts to become part of a U of T Polo Team(s). Interested members must have Stick & Ball membership to ride more than once per term, or be eligible to join U of T Polo Team(s) membership. Stick & Ball members are invited to pay the Toronto Polo School's discounted rate for horseback time & access to barn facilities. Stick & Ball members will sign a waiver form at USPA-recognized clubs such as the Toronto Polo Club. Stick & Ball members are welcome to participate in all U of T Polo social events and polo charity tournament events held in joint collaboration with the Toronto Polo Club.

(iv) U of T Polo Team: members of the U of T Polo team(s) will all be registered USPA members and may be members of the Executive Committee but need not be. Team members are invited to pay a club fee of $100 plus tax for team travelling expenses and transportation costs. Team members commit to play polo at the Toronto Polo School at least once a month. Throughout the academic term, team members are expected to consistently play polo together at

the Toronto Polo School, as well as travel out-of-the-country for polo at least once per year. Team members will sign respective waiver forms at USPA-recognized clubs such as the Toronto Polo School. Team members are welcome to participate in all U of T Polo social events and polo charity tournament events held in joint collaboration with the Toronto Polo Club.

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 $25 fee per year to join the U of T Polo as a Recreational Member

(ii) a $50 fee per year to join the U of T Polo as a Stick & Ball Member

(iii) a $100 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 Vice-President, 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 six elected positions.

5.1. Co-president

a. Responsibilities: The president are responsible for the oversight of the club's general operations, polo schedule, and events management. The presidents 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 presidents are delegated to create new pathways, support initiatives, and provide opportunities for under-represented communities at the post-secondary level to be able to experience polo within the international polo community. The Presidents 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 Presidents 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 presidents 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 obligations, the president must ensure a transition of office from one year to the next by preparing a Request for Proposal (RFP) for polo facilities & training services and ensure the continuity of its intercollegiate polo team. The Presidents must be available to contact should further questions arise.

5.2. Secretary

a. The Secretary is primarily responsible for record keeping and organizational recruitment efforts of the Club. The Secretary is delegated with the maintenance of the list of group members, the group website, as well as the notes and motions of meetings. The Secretary will ensure activities of the club comply with the policies of the University of Toronto, will hold signing 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 USPA 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.

5.4 Social Chair

a. Responsibilities: The Social Chair is responsible for leading the coordination of social and charity events, the recruitment of others to aid them in the planning and execution of events, as well as advising members of event details and communication needs. The Social Chair must be eligible to cast votes at meetings of the Executive Committee.

5.5. Communications Chair

a. Responsibilities: The Communications Chair is responsible for managing all communications with prospective and new club members. This includes monitoring and responding to inquiries, providing information on USPA membership requirements, and outlining Toronto Polo School rates. The Communications Chair also ensures that new members are guided through the joining process and kept informed of relevant updates. The Communications Chair must be eligible to cast votes at meetings of the Executive Committee.

5.6. Junior Representative

a. Responsibilities: The Junior Representative (1st year or 2nd year student) is responsible for planning and executing one club appreciation event per semester, such as the annual Club's Gala (near the end of the academic year). The Junior Representative will determine logistical details and activities for events and/or programming, and work collaboratively with the Social Chair for all promotional aspects of the events. The Junior Representative must be eligible to cast votes at meetings of the Executive Committee.

Article VI: U of T Polo 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 Women Advisory Committee.
6.4. Only USPA members may hold non-voting positions on the Women Advisory Committee.
6.5. Persons holding non-voting positions on the Women Advisory Committee cannot serve as an officer, financial authority, signing authority, primary contact, or secondary contact.

Article VII: U of T Polo Advisory Committee Composition and Duties

The 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 of polo and an overview of the rules to Stick & Ball 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 Stick & Ball members, preparing team drills, and an attitude of respect for the horse as our partner in polo, before horseback time. The Polo Sportsmanship Chair will seek to promote USPA principles of fair play for Stick & Ball members to conduct themselves with integrity, and dignity, on and off the field.

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 IX: U of T Polo Team & Schedule

All U of T Polo team members must make reasonable effort to play club polo at least once per month at the Toronto Polo Club. Punctuality reflects the club's mission of character development and sevā, and respect for the club owner, the coach, the horses, and the facilities. A three-strike policy applies to all members for unexcused lateness or absence: first strike - verbal warning; second strike - written warning; third strike - $150 fee payable to the Toronto Polo School. Failure to pay on time results in immediate classification as *Not in Good Standing;* see Article III, 3.7(iii).

Article X: 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 XI: 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 XII: 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 XIII: 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 XIV: 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.