



RICHMOND JETS MINOR HOCKEY ASSOCIATION

GENERAL POLICY

1. **Copies:** Copies of the RJMHA Constitution and Bylaws shall be made available to Members on request.
2. **Correspondence:** All written correspondence sent by RJMHA Members pertaining to or affecting the Association or any of its Members or players, must be copied to a Director.
3. **Member Concerns:** Members wishing to discuss any matter related to the welfare of a player shall first approach a team official (coach or manager). If not satisfied, the Member should then discuss the matter with the appropriate Divisional Manager; and if still unsatisfied, contact the applicable Director. If the parties are unable to resolve the issue, then an appeal in writing should be made as outlined in Section 7 pertaining to Complaints, Protests and Appeals.
4. **Surveys:** No surveys or opinion polls pertaining to any team official or the Association are to be conducted, without prior consent of the Board.
5. **Board Expenses:** Board members may be reimbursed for expenses incurred by them on behalf of the Association or while representing the Association on official business, including expenses on the following basis:
 - Travel outside Greater Vancouver- if by personal vehicle - \$0.52 per km.
 - If by air, return economy-class fare
 - Accommodation
 - Meals (up to \$ 40.00/day)
6. **Other Provisions:** In matters where these Operating Policies are silent, the Board and Members shall refer to applicable provisions of the PCAHA, BC Hockey and HC Constitution, By-Laws and Regulations.
7. **Official Colours:** RJMHA official colours as registered with PCAHA are to be determined. Teams may only wear RJMHA jerseys in the approved colours, in all league games, unless authorized by the Board.
8. **Room Bookings:** All requests to have RJMHA subsidized rates for City meeting rooms are to be communicated to the Association Secretary. The Secretary will confirm RJMHA space and advise the requesting Member or team official. Team officials are responsible for all such space booked by teams, and such bookings are

at their cost. The team requesting space will be liable for space booked and not used.

9. RACA: Recognizing that RJMHA is one of the associate members of the Richmond Arenas Community Association (RACA), the Board will annually appoint the maximum number of representatives allowed to RACA. Such representatives are required to be either Board members, Members or past Members.

10. RJMHA Mail Boxes:

- a. the President, Vice President, Secretary, Registrar and Treasurer will be issued a key or the combination to the RJMHA mailbox in the Richmond Ice Centre facility and the Minoru Arena.
 - b. Team Managers, Division Managers, Head Coaches and Board members will be issued a key or the combination to applicable mailboxes located in the Richmond Ice Centre facility as appropriate.
 - c. Keys are returnable to the RJMHA Secretary at season end or upon resignation from office. Key issuance and return control will be handled by the Secretary.
11. Under no circumstances are money, cheques or anything of value to be placed or left in the Team, Division or Board mailboxes by any Member. Those mailboxes are for correspondence only; and RJMHA does not and cannot guarantee mailbox security.