

 CURLING ONTARIO	<p>Policy Name: Club Voting Representatives Roles and Responsibilities</p> <p>Policy Number: BP-GP-002</p> <p>Date Approved: February 5, 2025</p> <p>Next Review Date: August 2027</p>
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PURPOSE

This policy outlines the roles and responsibilities relating to Club Voting Representatives.

DEFINITIONS:

Board: Ontario Curling Association (Curling Ontario, the Association) Board of Directors. The Curling Ontario Board is responsible for the stewardship of the Association – which is a non-profit, non-share capital corporation. The Board has the statutory authority and obligation to protect and enhance the assets of the Association in the interest of its Voting Members, Curling Clubs, and their registrants.

Club Voting Representative: will be the primary interface and conduit of communication with the Curling Ontario Board and Staff and will be the voting delegate.

Curling Club/Facility: An affiliated Curling Facility that has paid their annual Curling Ontario dues and is located within the jurisdiction of Curling Ontario boundaries.

Registrants: Curling participants who have paid the prescribed Curling Ontario fee.

POLICY

Curling Ontario will provide the Club Voting Representatives with:

- the Curling Ontario Board of directors' candidate and voting information.
- information on products, programs and services for member clubs/facilities and participants.
- advice on any policy changes that may impact operations of member clubs / facilities.

Curling Club / Facilities are responsible for:

- having their governing body elect or appoint the club voting representative as part of their governance structure.
- immediately informing Curling Ontario of any changes to the club voting representative contact information.

Club Voting Representatives are responsible for:

- attending and participating in scheduled meetings (Annual General Meeting and Special Meetings if required), and being prepared for meetings.
- bringing forward policy recommendations and board motions to the Curling Ontario Board.
- participating in the annual election process to elect directors of Curling Ontario.
- liaising with their Curling Club (promote Curling Ontario products / programs / services / events).
- assisting in the promotion of two-way communications, and providing policy and governance feedback.
- informing the Executive Director of issues brought forth from their Curling Club.
- attending meetings of the Association.
- maintaining an understanding of the Curling Ontario business model and the regulatory context in which it operates.
- ensuring their member club board of directors are aware of the mandate, policies and bylaws of Curling Ontario.