

# Membership Information

## Fundamental Values

Integrity

Loyalty

Commitment

Optimism

Respect

Honesty

Perseverance

Service to Others

## Our Mission

Eclipse Track & Field Club is dedicated to help athletes of any age share in the pursuit of excellence in all aspects of Track and Field. We aim to build the leaders of tomorrow and to help athletes exceed to a newer higher level of success. Our commitment is to provide the best training, knowledge, and experience with the best coaching in the industry.

## Vision

Our belief is to bring forward new ideas, thoughts and opportunities that will allow athletes to move forward in a positive way. Our goal is to impress upon athletes the rewards that come with hard work, commitment and perseverance. We believe in a holistic balanced approach to training and education that will create the future stars and leaders of tomorrow.

## Board of Directors

The Eclipse Board of Directors coordinates the management and development of the Eclipse Track & Field Club. Having the opportunity to have a voice in the management and development of the club is as invaluable to the athletes and families such decisions will impact.

There are approximately 4 Board meetings per year, basically one every quarter, plus the Annual General Meeting.

The Eclipse Track & Field Club always welcomes Parent Volunteers. They are essential to the operations of the club. If you would like to become a Parent Volunteer, please complete the attached Parent Volunteer form and provide it to any board member at any time or else bring it with you to the Annual General Meeting.

## Board of Directors

### **PRESIDENT**

#### **DUTIES:**

- Serve as official representative and spokesperson of the Club;
- Chair all Club general meetings and directors' meetings and shall vote only in case of a tie;
- Ensure that Club-sponsored meets and competitions are conducted properly; and
- Assume all duties normal to the office of the President;
- Has signing authority.

#### DELIVERABLES:

- Create and send agendas for each meeting.

#### VICE PRESIDENT

##### DUTIES:

- Act as and for the President in the President's absence;
- Perform such other duties as assigned by the Board of Directors;
- Has signing authority.

#### TREASURER

- The treasurer is the officer assigned the primary responsibility of overseeing the management and reporting of an organization's finances. The treasurer must leave clear trails for audits, and schedule a yearly audit for the reputation of the organization.
- The treasurer will ensure the organization complies with all tax laws and regulations.
- The treasurer will protect the organization from theft and fraud.

##### DUTIES:

- Carry out the responsibilities of a member of the Board of Directors;
- Preparation of the budget and monitor the budget;
- Ensure the Board's financial policies are being followed;
- Prepare any required financial reporting forms
- Oversee all financial transactions;
- Chairs the finance committee, if one exists;
- Has signing authority.

#### DELIVERABLES:

- Preparation of financial reports for quarterly meetings and AGM.

## SECRETARY

### DUTIES:

- Attend and keep records of all meetings of the board and committees of the board;
- Enter in records kept, minutes of all such meetings;
- Give notices to directors, officers, and members of committees;
- Other responsibilities, powers, and duties as the board of directors may specify;
- Has signing authority, except when some other officer or agent has been appointed for that purpose.

### DELIVERABLES:

- Send notices of meetings to directors, officers, and members of committees;
- Keep records of all meetings as minutes;
- Send minutes to directors, officers, and members of committees fourteen (14) days prior to any meeting.

## COMPETITIONS OFFICER (REGISTRAR)

### DUTIES:

- Register the Club annually, and all members of the Club, with Athletics Ontario (AO);
- Maintain and renew memberships, confidential information, and records of all members of the Club;
- Enter member athletes, and coaches where applicable, into competitions for the Club.

## Membership Terms and Conditions

- MEMBERSHIP FEES ARE NON-REFUNDABLE (except for extenuating circumstances)
- Membership Fees usually include fees for facilities or other venues where Eclipse (the Club) athletes' practice.
- All Fees must be paid in full by the first day of practice unless other arrangements have been made. Payable via etransfer @ [info@eclipsetrackandfieldclub.ca](mailto:info@eclipsetrackandfieldclub.ca), cheques can be made out to "Eclipse Track & Field Club, we also accept cash or credit card payments via Trackie. If paying by cash, please have payment amount and name clearly marked.
- All Athletes must have filled out a registration form and signed all applicable waivers.
- Athletes who have NOT fully paid their membership fees will NOT be entered in any indoor or outdoor provincial or national championships.
- MEDICAL: Injuries/illnesses or allergies not reported to the club coach or team manager prior to meets may result in removal from the club. Each athlete is responsible for her/his own insurance and hospital coverage.
- COMPETITIONS: Athletes must compete in events as entered, wearing a club uniform, unless competing for a provincial, or national team. All travel and accommodations are self-funded.

- If the Club provides transportation to out-of-town sanctioned provincial or national championships, all travel expenses will be collected from each athlete, prior to departure.
  - DRUGS: The Club supports the IOC ban on performance-enhancing drugs, and all drugs deemed illegal in Canada. Use of any such drugs will result in the athlete's club membership becoming null and void upon conviction for use and/or sale of such drugs.
  - There will be no use of alcohol or drugs by any athletes or coaches at any locations where Eclipse has practices or any other events, local or away meets.
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- PHOTO RELEASE: I understand that any image bearing my likeness may appear in team or individual photos for use on the Club website, online athlete profiles, and promotional materials. Should I wish to have my image removed, I must contact a member of the Club's executive board. I agree that I shall have no claim against the Club or anyone accessing or using these images.
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- You agree to follow and adhere to all of the policies and procedures as outlined by our Governing Bodies for Track & Field: Athletics Ontario, Minor Track Association and Athletics Canada. I agree to make myself familiar with these policies.



- Eclipse Track & Field Club's Harassment and Policy Violations adhere and agree with those of Athletics Ontario and Athletics Canada and by signing this agreement, you provide your consent to abide by those Policies and Procedures as outlined on the Athletics Ontario Website and the Athletics Canada Website.
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## Athletes

### AO FEES

The athlete registration fee with Athletics Ontario is paid by the members for new and renewing athletes. All that is required is for the athlete to have agreed and committed to train and compete with Eclipse Track & Field Club and completed and submitted the Club's Athlete Registration form (included in this package). Registration for AO can be done by the Athlete on Trackie or the Club can do it on behalf of the athletes.

### Club Track Suit and Singlet

Competitive Athletes are responsible to purchase (1) Club Singlet and (1) Club Track Jacket for competition at the expense of the Club. Replacement Singlets will be available at a cost.

### Meet Entries

Typically, athletes will compete in one to three (1-3) events at meets. Entries can range from \$10 to \$50 per event, depending on the type of meet. All Meet Fees are the responsibility of the Athlete and must be paid prior to the meets. Those wishing to put a deposit of \$100 for meet fees are encouraged to do so to avoid constant payment for meets.

No Shows for meets will still be responsible for meet fees as well as subject to a \$20 administration fee. In order to avoid this, positive confirmation by parents/athletes for meet competition will be the only way to enter athletes in meets.

## Membership Feedback

In an effort to continuously evolve our coaching, team success and overall Eclipse experience, the Board and Coaching Staff are asking that you take some time to share your ideas and thoughts with us. In order to provide the best experience for our athletes, it is valuable for us to hear opinions and ideas from the athletes and families.

You may choose to keep your comments anonymous, or let us know who you are. Feel free to reply on paper or electronically. If you wish to speak with us further about any topic mentioned, or any that were not, we encourage you to do so!

