



Governance Policies - Milton Magic FC

January 2026

INTRODUCTION

This document outlines the governance policies of Milton Youth Soccer Club (“Milton Magic FC”), defining the roles, responsibilities, and relationships among the Board of Directors, Executive Officers, Directors at Large, and Committees. Strong governance ensures accountability, transparency, inclusiveness, strategic alignment, and adherence to high ethical standards.

THE BOARD OF DIRECTORS

1. Role and Responsibilities of the Board of Directors

a) Role of the Board

- Maintain authority and responsibility for the affairs of Milton Magic FC.
- Develop policies and strategies that guide Milton Magic FC and provide clear direction for management.
- Ensure adequate human and financial resources to achieve the Club’s objectives.
- Stay responsive to the evolving needs of Milton Magic FC’s members and key stakeholders.

b) Responsibilities of the Board

- **Accountability:** Maintain strong relationships with members and stakeholders; ensure compliance with applicable laws and regulations; deliver Milton Magic FC’s mission and strategic plan; implement the annual operating plan; update HR policies; manage succession; safeguard information systems; monitor risks; and comply with By-laws, Rules and Regulations, Code of Conduct and Ethics, Disciplinary Code, and relevant governing statutes.
- **Planning:** Develop, approve, and execute strategic plans; approve the annual budget; and monitor organizational performance.
- **Selection, Support, and Evaluation of the two key Directors (Sporting Director and Director of Operations):** Appoint, evaluate, and, if necessary, dismiss the Sporting Director and Director of Operations; approve compensation; and support professional development.
- **Financial Oversight and Development:** Approve audited financial statements and budgets; ensure effective resource utilization; implement financial controls; protect assets; and recommend auditor appointments.



Board Governance and Development: Govern in accordance with Articles of Incorporation, By-laws, Strategic Plan, Governance Policies, Executive Limitations Policy, Code of Conduct and Ethics, and related policies; approve appointments; evaluate Board performance; and promote Board development.

- **Membership:** Review membership applications; address non-compliance cases; and approve membership fees.
- **External Relations:** Establish policies for engagement with external agencies, partners, and stakeholders; protect and enhance the Club's brand and reputation; and approve appointments to external bodies.

2. Composition and Structure of the Board of Directors

As specified in the By-laws.

3. Meetings of the Board of Directors

a) Board Meeting Times

- Minimum of four meetings per year, may be conducted by video or conference call, annual calendar developed and updated.

b) Preparations for Board Meetings

- Agenda set by President in consultation with Executive Committee, Board members and others, written reports required for policy matters.

c) Board Meeting Rules and Procedures

- At any meeting of the Board, quorum will be the majority of the Directors. Meetings chaired by President or Vice-President, and chair guides discussion.

d) Board Meeting Code of Conduct

- Act honestly and in good faith with a view to the best interests of the Corporation; and
- Exercise the care, diligence and skill that a reasonably prudent person would exercise in comparable circumstances.

4. Executive Board Officers and Directors

As specified in Article 5 of the By-laws.

5. Standing and Ad-hoc Committees



**MILTON
MAGIC FC**

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The Board establishes committees to assist with work, not day-to-day operations, standing committees are permanent, ad-hoc committees are temporary, committees are advisory.

As specified in Article 6 of the By-laws.



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