

BRUDERHEIM MINOR SPORTS ASSOCIATION
BYLAWS OF OUR SOCIETY

April 9, 2013

Bruderheim Minor Sports Association was registered as a Society on January 29, 1981. Corporate Access Number is 502060783.

1.1 MEMBERSHIP:

1.1.1. Any person residing in Alberta and being a full age of eighteen (18) years, may become a member upon payment of membership fee. Membership fee in the society shall be included in the registration fee.

1.1.2. Any person who does not have a child registered in a BMSA sanctioned sport may also become a member if he/she expresses an interest in coaching and/or managing a team.

1.1.3. RIGHTS OF MEMBERS

A. Only members can hold office.

B. All members may attend General Meetings of the Society and vote as such. Membership entitles one (1) vote per person, two (2) votes per family.

1.2. WITHDRAWALS OR EXPULSION:

1.2.1 Membership automatically terminates on August 31st of the current year. Any member wishing to withdraw from membership may do so upon notice in writing. If any member is in arrears for fees or assessments for any year, such members shall be automatically suspended at the expiration of six (6) months from the end of such year and shall thereafter be entitled to no membership privileges or powers in the society until reinstated.

1.2.2 Any member, upon 2/3 vote of all members, may be expelled or suspended from the membership for any cause which the society may deem reasonable. No member shall be expelled or suspended without being notified of the charge or complaint, in writing, against him or her and without having first being given an opportunity to be heard. Members may be readmitted to the membership upon such evidence as considered satisfactory.

2.1. MEETINGS:

2.1.1. Meetings of the Society may be called at anytime by the Secretary, upon the instructions of the President or Board, by sufficient notice to all members. Notice may be given in writing to the last known address of each member, delivered in

the mail eight days prior to the date of such meeting or four days previous by a telephone call speaking directly to the member or in writing via email to the last known email address of each member, delivered via email four days prior to the date of such meeting. We encourage the Board to set a regular meeting time, day of week, and place for such meetings to occur.

The President shall call a meeting of the Society at least once every three (3) months.

Members may vote according to preference (show of hands or secret ballot). All meetings shall be conducted according to “Robert’s Rules of Order”.

Quorum: Seven (7) Members in good standing shall constitute a quorum at any meeting. Board or Executive meetings require five (5) members to constitute a quorum.

2.1.2. GENERAL MEETINGS:

The Society shall hold at least two (2) General Meetings during any given term.

The Society shall hold a General Meeting on or before May 31st in each year. Due notice is to be given to all members. The election of the incoming Board or Executive, as defined below, shall occur at this meeting. The Annual meeting date shall be set at this meeting.

The Society shall hold an Annual Meeting on or before April 30th in any given year. Due notice shall be given to all members. The Annual meeting may be held in conjunction with a General Meeting.

2.1.3. SPECIAL MEETINGS:

A Special Meeting may be called on the instruction of any two members in good standing, providing they request the President in writing to call such a meeting, and state the business to be brought before the meeting. Each member shall be notified of the meeting in writing, delivered in the mail eight days previous to the meeting or by four days notice by telephone, speaking directly to the member.

3.1. BOARD OF DIRECTORS:

The Board of Directors Executive Committee, Executive or Board, shall mean the Board of Directors of the Society. The Board of Directors may consist of an executive with the following positions:

1. President
2. Vice President
3. Past President
4. Secretary
5. Treasurer

6. Hockey Director: 1
7. Ball Director: 1
8. Soccer Director: 1
9. Fund Raising Committee: 1-2
10. Booth Coordinators: 2

Any member in good standing shall be eligible to hold any office of the Society. Any vacancy occurring during the year shall be filled at the next meeting provided it is so stated in the notice calling such meeting.

The Booth Coordinator position shall also share in treasurer duties and be considered Co-Treasurer. In the absence of the treasurer, they shall submit reports to the executive.

3.1.1. There shall be a Board of Directors of not less than then (8) members.

3.1.2 Members shall be elected for one (1) year term, but may be elected to the Executive several consecutive terms of office. They shall serve until their successors are elected and installed.

The Vice President shall be elected one year, assume the Presidency the next year and act as Past President the following year. This will provide continuity for the Board.

3.1.3 The Board is in office for a term from May 1 to April 30.

3.2. POWERS AND DUTIES OF THE BOARD OF DIRECTORS:

3.2.1. The Board shall, subject to the Bylaws or directions given to it by majority vote at any meeting properly called and constituted, have full control and management which is beneficial to the Society.

3.2.2. The Board may from time to time, appoint and / or authorize the employment of such persons who they deem necessary to carry out the objectives of the Society.

3.2.3. The Board of Directors is empowered to borrow, raise or secure funds for the purpose of the Society and to ensure the proper administration of such funds.

4.1. VOTING:

Any member who has not withdrawn from membership nor been suspended nor expelled as herein provided shall have the right to vote at any meeting of the Society. Such votes must be made in person and not by proxy or otherwise.

5.1. PRESIDENT:

5.1.1. The President shall be ex-officio a member of all Committees. He shall

when present, preside at all meetings of the Society and of the Board. In his absence, the Vice President shall preside at any such meetings, and in the absence of both, the Past President shall preside as chairman.

- 5.1.2. The President shall chair a committee of three members to act as a nominating committee, sixty (60) days prior to the General Meeting when elections are to be held. The said committee shall provide names of suitable candidates to hold office in the Society.

6.1 SECRETARY:

- 6.1.1. It shall be the duty of the Secretary to attend all meetings of the Society and of the Board, and to keep accurate minutes of the same. He or she shall have charge of the Seal of the Society. The Seal, when used, shall be authenticated by the signature of the Secretary and the President or in case of the death or inability of either to act, by the Vice President. In the case of absence of the Secretary, his duties shall be discharged by such officer as may be appointed by the Board. The Secretary shall have charge of all the correspondence of the Society and be under the direction of the President and the Board.

- 6.1.2. The Secretary shall also keep record of all members of the Society and their addresses, send all notices of the various meetings as required.

7.1. TREASURER:

- 7.1.1. The Treasurer shall receive all monies to the Society and shall be responsible for the deposit of the same in whatever Bank the Board may order. He shall properly account for all funds of the Society and keep such books as may be directed. He shall present a full detailed account of receipts and disbursements to the Board whenever requested and shall prepare for submission at the year end, a statement duly audited as hereinafter set forth of the financial position of the Society and submit a copy of same to the Secretary for the records of the Society.

- 7.1.2. Custody and preparation of all financial documents is entrusted to the Treasurer. Records may be destroyed according to Consumer and Corporate guidelines. Copies of the Annual Financial Statement, Annual Return and list of the officers shall be kept in the Board File Cabinet.

8.1. AUDITING:

- 8.1.1. The books and records of the Society may be inspected by any member of the Society at the Annual Meeting provided for herein or at any time upon giving reasonable notice and arranging a time satisfactory to the office or officers having charge of same. Each member of the Board shall at all times have access to such books and records.

8.1.2. The books, accounts and records of the Secretary and Treasurer shall be audited at least once each year by two (2) members in good standing. These two (2) members can not include the Secretary or Treasurer. A complete, proper, and audited statement of the standing of the books for the previous year shall be presented at the Annual Meeting of the Society. The fiscal year of the Society shall be from April 1 to March 31.

9.1. REMUNERATION:

Unless authorized at any meeting, and after notice of same shall been given, no officer or member of the Association shall received any remuneration of his service.

10.1. BORROWING POWERS:

For the purpose of carrying out its objectives, the Society may borrow or raise or secure the payment of debentures, but this power shall be exercised only under the authority of the Society, and in no case shall debentures be issued without the sanction of a “Special Resolution” of the Society.

10.1.1 Should the Society dissolve, any monies obtained by public fundraising shall be dispersed to local charity/charities as voted on by the Board.

11.1. BY-LAWS:

The By-Laws may be rescinded, altered or added to by “Special Resolution” passed by a majority of not less than three-fourths (3/4) of such members entitled to vote as are present in person, at a General Meeting of which one (1) month written notice specifying the intention to propose the resolution as a “Special Resolution” has been duly given.