

EDMONTON AMATEUR BROOMBALL ASSOCIATION

Association By - Laws

(Original – Revised Edition April 2009)

(Re-typed for online publication on August 5, 2012)

Bylaws of the Edmonton Amateur Broomball Association

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1. Name

This organization shall be called the “Edmonton Amateur Broomball Association” and shall be referred to as “EABA”

2. Affiliation

The EABA shall be affiliated with the Provincial Sport Governing Body known as the Alberta Broomball Association (ABA) and will abide by the rules, regulations, and decisions made by the ABA and Canadian Broomball Federation (CBF)

3. Objectives

The objectives of the EABA shall be:

- 3.1 Further the growth and development of broomball in Edmonton, at all ages, both men and women, and co-ed.
- 3.2 To increase the awareness and understandings of the sport of broomball
- 3.3 To provide opportunities for coaches, officials, and players through clinics and seminars
- 3.4 To actively promote our programs and activities on a local front for all ages
- 3.5 To organize a championship which will be known as the Edmonton Broomball City Finals for all levels

4. Jurisdiction

The jurisdiction of the EABA shall encompass the City of Edmonton and surrounding communities

5. Operational Principles

The EABA will follow Robert's Rules of Order in conducting the business of the organization

6. Membership

The EABA shall have open membership to anyone who is registered with our Association. All members must be residents of Alberta, and membership is open to any individuals 12 years of age or older. For the volunteer Executive positions, members must be 18 years or older. The types of membership are as follows:

6.1 Full Member Teams

A team who is active and whose registration is in good standing (no outstanding dues or fines owed to the Association). Full members are duly recognized by the EABA and may be admitted to membership in the EABA from time to time by a resolution of a general meeting of the EABA and as a condition of membership shall a free to abide by and comply with the bylaws of the EABA.

Annual Membership fees, and any special assessment fess for each full member shall be set by resolution of the executive of the EABA and shall be paid in full no later than the dates established by the Executive Committee, to the treasurer of the EABA.

6.2 Associate Member

A recreational team who is active and whose registration is in good standing, Associate members as a condition of membership shall agree to abide by and comply with the bylaws of EABA.

Annual Membership fees, and any special assessment fees for each Associate member shall be set by resolution of the executive of the EABA and shall be paid in full no later than the dates established by the Executive Committee, to the treasurer of the EABA.

6.3 Single Member

An individual whose application to receive this status has been received in writing by the Executive and granted approval by the Executive Committee. A single member may be an individual interested in participation and promotion in the sport of broomball and is not a member of a team (considered full member). Single members, as a condition membership, shall agree to abide by and comply with the Bylaws of the EABA. There are no annual fees associated with single membership.

6.4 Honorary of Life Membership

An individual may be granted an honorary of Life membership based on outstanding service and exemplary dedication, sportsmanship and/or athletic excellence in representing the EABA and the sport of broomball.

6.5 Member Withdrawal

If a member has not paid the annual membership fees by the dates the fees are due as set by the EABA Executive Committee, the member will be considered to have submitted his resignation. The member may be granted an extension to the fees due date by submitting a written request to the next regular league meeting provided that meeting is made prior to the fees due date. The request must be approved by a majority vote of the membership.

7. Meetings

7.1 Annual General Meeting

The Annual General Meeting of the EABA shall be held each year at the time and place chosen at the previous Annual General Meeting, but shall be no later than September 1st in any year. Notice of the AGM stating the day, hour, and place of meeting and the general nature of the business to be transacted shall be delivered either by e-mail, post or direct phone contact at 30 days before the date of such meeting to each full, associate, and single member.

7.2 Regular League Meetings

Regular league meetings of the EABA may be convened by order of the President, or the Executive, for any date and time deemed necessary, but must be convened within 30 days of receipt, by the President of a written request for such a league meeting from any 50% of full member of EABA.

7.3 Notification of Regular League Meetings

Notice of a regular league meeting of the EABA, stating the day, hour, and place of meeting and the general nature of the business to be transacted, shall be delivered either by e-mail, post or direct phone contact at least 7 days before the date of such meeting to each full, associate, and single member.

7.4 A Special General Meeting may be called at any time

- a.) by resolution of the Executive Committee
- b.) on the written request of 3 of the Executive Committee member
- c.) on the written request of 1/3 of the members. Request must give reason for Special Meeting

7.5 The quorum for any regular league meeting of the EABA shall be composed of 50% of the eligible voting memberships.

7.6 Each registered member shall be entitled to 1 vote at any regular meeting of the EABA. Any "contract employee" of the Association shall not be entitled to vote. Special single members, Honorary members, and Life members will all have the right of carrying a single vote.

7.7 Each Executive Committee member except the President shall be entitled to one vote at any meeting of the EABA. An Executive Committee member will lose their vote if they are representing their own team.

7.8 Every motion submitted to any meeting of the EABA other than amendments to the bylaws shall be decided by a majority of votes and in the case of equality of the votes, the President shall cast the deciding vote.

7.9 The vote from each member will be acknowledged by a "show of hands", or in special circumstances an individual may make a motion from the floor to hold a secret ballot.

7.10 Proxy votes are not allowed... a voting member must be present at the meeting in order to cast a vote.

7.11 The President shall be the Chairman of all meetings of the EABA; should the President be absent, the executive members shall choose one of the executive members as chairman of the meeting, or if all the executive members are absent, the members shall choose one of their number to be chairman of the meeting.

7.12 The order of business at the Annual General Meeting shall be:

- a.) Call to Order
- b.) President's Address
- c.) Financial reports for fiscal year
- d.) Presentation of projected budget for coming fiscal year
- e.) Election of Executive Committee consisting of at least eight members
- f.) Amend to the Bylaws
- g.) Site of the next Annual General Meeting
- h.) Adjournment

8. Executive Committee

8.1 The Executive Committee shall be composed of the following positions;

- a.) President
- b.) Vice-President
- c.) Treasurer
- d.) Four Directors
- e.) Past President or Executive Member

8.2 The Executive Committee shall be elected by the voting members at the Annual General Meeting of the EABA. All members of the Executive Committee shall hold office for a period of two years. Persons standing for nomination, for the Executive Committee of the Association, shall be present at the Annual General Meeting or have indicated in writing their willingness to stand for the office they are nominated for. All nominees must be members in good standings.

8.3 Nominations may be made at the Annual General Meeting by any member or by any member of the outgoing Executive Committee

8.4 Any voting member or Executive Committee may request a "vote of confidence" on any Executive Committee position, if it is deemed by such person that the incumbent is detrimental to the EABA. At a Special General Meeting of the EABA a resolution is passed by at least 2/3 of the votes cast that he/she be removed from office. The vote on the resolution shall be by secret ballot only.

8.5 A vacancy shall occur in the Executive Committee if:

- a.) An executive member shall resign his/her office
- b.) An executive member dies
- c.) An executive member, at a General Meeting of the Association, is removed by a resolution passed with at least 2/3 majority

If a vacancy occurs, an election may be held at a regular league meeting to fill this Executive position. If no nominations occur, this position may remain empty for the remainder of the season until the Annual General Meeting when elections will again be held. Or an individual may be appointed to the position by the President if no nominations have been received after one regular league meeting.

A.) President

The President shall, if present, preside at all Executive meetings of the EABA, shall sign all documents which require his/her signature, shall perform all duties required of his office, and shall have such other duties as may from time to time be assigned by the Executive Committee or a meeting of the Association. The President shall exercise general supervision and control of all affairs of the EABA. The President shall be the official representative of the EABA, and the President has the power to act as he deems necessary on urgent matters within the bounds which may be trusted to him/her from time to time by the resolution of the Executive Committee or a meeting of the EABA. The President may conduct a vote of the Executive Committee or members on any matter by mail or phone when the President deems such a vote necessary due to an urgent situation.

B.) Vice-President

The Vice-President shall assist the President and shall have all powers that may be assigned to him/her on a resolution of the Executive Committee or by the President.

C.) Treasurer

The Treasurer shall keep an accurate record of all monies received and disbursed by the Association and shall submit annual statements to the members. The Treasurer will work in the association with the EABA's book keeper and shall direct the book keeper to disburse cheques, etc. To the appropriate areas as directed by the Executive Committee and the said budget for that year. The Treasurer shall have the care and custody of all the funds and securities of the Association and shall deposit or ensure that the book keeper deposits the same in the name of the Association in such bank or banks as the Executive Committee require.

D.) Director Positions

Directors on the Executive committee shall conduct the business of the EABA between Annual General Meetings and may exercise all such powers, and do all such acts and things as may be directed to be done at an EABA meeting and under the direction of the President.

- 8.6 A quorum at an Executive Meeting shall be four Executive members provided the men's and women's divisions are represented by at least one vote.
- 8.7 Every motion submitted at an Executive Committee meeting shall be decided by a majority of votes cast and in a case of equality of votes the chairman shall cast the deciding vote. Each Executive member has one vote on any motion submitted. Meetings of Executive Committee may be convened by Order of the President for any date and time.
- 8.8 An Executive Committee meeting shall be held as soon as possible following the Annual General Meeting of the Association, but shall be held within 90 days of the said Annual General Meeting.
- 8.9 The Executive Committee shall conduct the business of the Association between Regular League Meetings and may exercise all such powers and do all such acts and things as maybe exercised or done by the Association which are not by the bylaws or by statue, expressly required or directed to be done by the Association at the Annual General Meeting.
- 8.10 Each Director holds office with protection from the Association, the Association indemnifies each Director against all costs or charges that result from any act done in his role for the Association. The Association does not protect any Director for acts of fraud, dishonestly, or bad faith. No Director is liable for the acts of any other Director or employee. No Director is responsible for any loss or damage due to the bankruptcy, insolvency, or wrongful act of any person, firm or corporation dealing with the Association. No Director is liable for any loss due to an oversight or

error in judgment, or by an act in his role for the Association, unless the act is fraud, dishonestly, or bad faith.

9. Signing Authority

9.1 The Association shall approve by resolution at any meeting of the Association the designated signing authorities of the Association. Two signatures are required on all cheques.

9.2 Contracts entered into by any member of the Association must be approved by the Executive Committee and signed by the President, Vice-President, together with the Treasurer. All such contracts so signed shall be binding upon the EABA without further authorization or formality.

10. Fiscal Year

The fiscal year of the Association shall terminate on January 31st, or on such other date as a general meeting of the EABA shall be resolution from time to time determine.

11. Borrowing Powers

The Association may borrow or raise funds to meet its objectives. The Association may only borrow when approved by the resolution passed by 2/3 majority of members present at an Annual General Meeting or a Special General Meeting of the Association.
(see Article 7.4 regarding Special General Meeting)

12. Auditor

The EABA shall appoint an Auditor or select two members of the Association to audit the final books of the Association at the Regular General Meeting of each season, to provide a report the membership at the Annual General Meeting.

13. Seal of the Society

The Executive Committee may adopt a seal as a seal of the Association. The President will have custody and control of the seal.

14. Keeping and Inspecting of the Books / Recordings

14.1 The President or his designate shall keep a copy of the Minute Books and minutes of all meetings of the Association and of the Executive. The President or his designate keeps the original Minute Books. This record contains minutes from all meetings of the Association.

14.2 The Association keeps and files all necessary books and records of the Association as required by the Bylaws, the Societies Act, or any other statute of law.

14.3 Any member wishing to inspect the books or records of the Association must give reasonable notice to the President of the member's intention to do so.

14.4 All financial records of the Association are open for such inspection by any member, upon member giving reasonable notice to the President and Treasurer regarding their intention to do so.

15. Registered Office of the Edmonton Amateur Broomball Association

The registered office of the Association is located in Edmonton, Alberta, Canada

16. Discipline

- 16.1 The EABA shall establish league rules that may be altered from time to time. Requests for rule changes must be submitted in writing to the President of the Association at least 30 days prior to the start of any new season. Rules changes must be approved by 2/3 majority of members present at any Regular League Meeting. A Rules and Discipline Committee consisting of three members of the Association and the Vice-President will be formed at the beginning of the new season. The Discipline Committee will have the power to recommend rule changes to the league, evaluate proposed rules changes, rule on suspensions, hear any appeals of suspensions or disciplinary actions, inform participants of fines and collect such fines.
- 16.2 The EABA have the power to discipline through suspension or disqualification any players, coaches, managers and/or club executives who contravene the rules or regulations of the EABA.
- 16.3 The Discipline Committee may suspend or revoke membership in the Association of any member team failing to abide by the obligations of membership.
- 16.4 A suspension or disqualification put forward as a disciplinary action by a member team of the EABA or one of it's players, coaches, managers, and/or club executives shall be respected by all members of the EABA.
- 16.5 The Discipline Committee may further discipline through temporary or permanent suspension, from provincial or inter-provincial competition, any player, coach, managers, and/or club executives whom contravene the rules of the EABA.
- 16.6 Any member and/or member team of the Association suspended by the Discipline Committee as described herein, has the right to appeal the suspension to the Executive Committee of the EABA at an Executive meeting.
- 16.7 The appellant shall file a notice of appeal in writing to the President within 15 days after receiving written notification of the decision which is to be appealed setting out the following information;
 - a.) Date of executive decision was made
 - b.) The particulars of the decision
 - c.) The particulars of the ground of appeal
- 16.8 The decision of the EBA at an Executive Committee meeting on any appeal shall be final and binding on all parties to the appeal.

17. Amendments

- 17.1 These bylaws may be amended only at an Annual General Meeting or Special General Meeting, by a 2/3 majority of voting members at the General Meeting
- 17.2 When a notice of motion has been served, change in the bylaws can be considered at an Annual General Meeting only by unanimous vote of the voting members at the meeting. Notice of motion to amend the bylaws must be sent to the EABA President in writing 30 days prior to the Annual Meeting. Copies of all notices will be forwarded to each member eligible to vote at a scheduled regular league meeting.

18. Dissolution

In the event if dissolution of the Association, it's property and assets shall, after payments of all liabilities, be donated to one or more officially recognized charitable/sports organizations in Alberta. In regards to any Gaming accounts-funds, these funds must be distributed according to Alberta Gaming Commission rules, and with their approval. All final decisions will be made by a vote of all eligible voting members at the time of dissolution.