

**Bylaws
of
Olds Minor Hockey Association**

ARTICLE I MEMBERSHIP

- A. Membership in the Association may be obtained by any person interested in furthering the goals of the Association, living in the town of Olds and district, by applying in writing for membership with the Secretary of the Association. Membership by persons living outside the district shall be at the discretion of the majority vote of the Board.
- B. Members have the right to enjoy the full benefits and privileges of belonging to the Association. This includes, but is not limited to, the ability to cast a vote at any general meeting, the ability to stand for election to a Board position and the ability to be appointed to committees or to roles on teams by the Board.
- C. Members may voluntarily withdraw from the Association and may notify the Secretary in writing as to their intentions.
- D. If any member shall wilfully violate or fail to comply with the bylaws, policies, rules, guidelines or procedures of this Association, decisions of the Board or be guilty of any conduct which is deemed detrimental to the welfare of the Association, or be in arrears for fees and assessments for any year, such member shall be liable to suspension by a 75% majority of the Board, provided that such member shall have the opportunity to appear before and be heard by the Board prior to any vote to suspend such membership.
- E. The Board may restrict a member's benefits or privileges as part of a disciplinary process.
- F. Voting on any matter may only occur in person by the member, unless specifically designated by the Board on an individual matter.

ARTICLE II MEETINGS

- A. The Association shall hold an Annual General Meeting in the month of October and a Semi-Annual General Meeting in the month of April in each year publicized on the Association website and in the local paper(s), not less than ten days prior to the said meeting.

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- B. All other general meetings shall be called by the President or, in his absence, the Vice-President by publicizing the reason and the date for the meeting on the Association website or in the local paper(s) not less than ten days prior to the said meeting.
- C. Any member in good standing wanting to call a general meeting may present the President with a petition, signed by the majority of the members of the Association, stating the reason for such meeting. Upon receipt of such petition, the President shall call a general meeting of the members stating the reason for such meeting.
- D. Any 15 members present at a general meeting shall constitute a quorum.
- E. At least 50% of the member of the Board or Executive shall be required to be present to constitute a quorum at any meetings of the Board or Executive.
- F. Elections shall occur at the April General Meeting for the following season.

ARTICLE III DIRECTORS AND OFFICERS

- A. The Association will be governed by a Board of Directors consisting of a minimum of 7 and a maximum of 16 members. The Executive members will be the President, Vice-President, Secretary, Treasurer and Referee-In-Chief. Other Board members will include the Past President, Female Coordinator (Atom and Peewee), Female Coordinator (Bantam and Midget), Tykes Coordinator, Novice Coordinator, Atom Coordinator, Peewee Coordinator, Bantam Coordinator, Midget Coordinator and 2 Directors at Large. The minimum of 7 Executive members shall be the Past President, President, Vice-President, Secretary, Treasurer, and the 2 Directors at Large.
- B. All members of the Board shall be deemed to be directors. The Executive members will be deemed to be officers.
- C. All Board positions excluding the Vice-President, President, Past President and Referee-in-Chief will be elected to a two year term. The Vice-President will be elected to a three-year term as follows: first year as Vice-President, second year as President, and third year as Past President. The Referee-In-Chief, who is elected each year by local members of the Referee Association, will automatically be appointed to the Board.
- D. The Board shall, subject to the Societies Act, the bylaws or directions given it by a 75% majority vote at any general meeting of the members of the Association properly called and constituted, have control and management of the day-to-day business and affairs of the Association.

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- E. The Board of the Association shall be empowered by a 75% majority vote of the members of the Board, to dismiss any member of said Board whose conduct is detrimental to the best interest of the Association, who misses 3 consecutive meetings or who fails to attend 75% of the meetings whereupon a member may be appointed by the Board to complete said dismissed member's term. Further to this, the Board shall appoint a member or members to the Board to replace any position(s), which for one reason or another becomes vacated. Any appointment filled by the Board will be for the remainder of the term and confirmed by the membership at the next election unless that position is up for election.
- F. The Board shall supervise the collections and authorize the expenditures of the funds of the Association provided always that funds coming into the Association shall be allocated in accordance with the purpose so intended.
- G. The Board shall interpret, define and settle all provisions of the bylaws of the Association and shall adjudicate all disputes arising within the Association. The Board shall have the authority to institute policies or arbitration proceedings to deal with grievances.
- H. The Board shall appoint delegates to attend all meetings of the members of the Alberta Amateur Hockey Association.
- I. Members of the Board shall not be entitled to any income for duties performed as officers or directors of the Association. They shall however be entitled for reimbursement of out-of-pocket expenses upon providing documentation of such expenditures.
- J. The Board shall be empowered to set up any committee or sub-committee to further the goals of the Association.

ARTICLE IV DUTIES OF THE OFFICERS

- A. The President, or Vice-President in his absence, shall arrange the time, place and the agenda for all meetings of the Association, the Board and the Executive and shall sit as chair for all of these meetings.
- B. The President shall arrange to include on the agenda at the Annual General Meeting a full report of all activities of the Association including an audited financial report and reports of activities of the Board and committees.
- C. It shall be the duty of the Secretary to attend all meetings of the Association, the Board and of the Executive and to keep accurate minutes of the same. In case of the absence of the Secretary, the duties will be discharged by such officer as may be appointed by the Board. The Secretary shall have charge of all the correspondence of the Association and be under the direction of the President and the Board.

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- D. The Secretary shall also keep a current list of all the members of the Association and Board as well as their addresses and phone numbers.
- E. The Secretary shall send notices of the various meetings as required.
- F. The Treasurer shall keep proper accounting records of the financial affairs of the Association and present regular reports to the Board as directed by the Board.
- G. In the event that the President of the Association is unable or unwilling to fulfill his duties, the Vice-President will assume the role of President of the Association.

ARTICLE V FINANCES AND FINANCIAL RECORDS

- A. All funds of the Association shall be deposited in an accredited banking institution, authorized by the Board, to an account in the name of the Association. For the purpose of carrying out its objectives, the Association may borrow, raise or secure the payments of money in such a manner as the Board deems necessary.
- B. The signing authorities shall be any two of the President, Vice-President, Treasurer or Secretary of the Association. Furthermore the Board, from time to time, may deem it necessary to add another person to the list of those eligible to sign on behalf of the Association.
- C. No one with signing authority for the Association shall sign a cheque payable to themselves.
- D. The fiscal year end of the Association shall be May 31st each year.
- E. The books, accounts and records of the Secretary and Treasurer shall be audited at least once each year by a duly qualified accountant or by two members of the Association appointed for that purpose. A complete and proper financial statement shall be presented by such auditor to the Board at their meeting in October prior to the Annual General Meeting of the Association, where a copy of the auditor's report will be available for review.
- F. The books and records of the Association may be inspected by any member of the Association at any time upon giving 5 business days notice and arranging a time satisfactory to the officer or officers having charge of same. Each member of the Board shall have reasonable access to such books and records at all times.

ARTICLE VI VOTING

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- A. If two or more names are nominated for any Board or Executive position, voting shall be conducted by secret ballot.
- B. The Past President will not cast a vote at Board meetings.
- C. The vote of the President at any meeting shall be cast only in the event of a tie.
- D. All members in good standing present at an Annual General Meeting or specific general meeting and all members of the Board in good standing present at a meeting of the Board will have the right to vote.
- E. Unless a secret ballot is requested by any member or director entitled to vote at any meetings, all resolutions (except special resolutions or where otherwise specified) shall be passed by a simple majority show of hands.

ARTICLE VII COLORS

- A. The combination of black, gold and white will be the standard colours for the Olds Minor Hockey Association team jerseys for the age categories of Atom and up.
- B. The novice hockey teams and below shall have any combination of colours for their jerseys.

ARTICLE VIII AMENDMENTS

- A. Amendments or alterations to the bylaws shall only be at a general meeting of the members of the Association called for that purpose, after notice in writing to the members provided by the Secretary 30 days prior to the meeting, and then, only by a 75% majority vote of the members present, or otherwise as provided by the Societies Act. Posting the information to the website will be considered a form of providing notice in writing. The Secretary shall communicate each proposed amendment or alteration with the notice of the general meeting.

ARTICLE IX

- A. Upon dissolution of the Association, any assets remaining after paying all debts and liabilities shall be disbursed to STARS Air Ambulance, Charitable Registration #895094761RR001.

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