

# **CONSTITUTION AND BY-LAWS OF ALDERGROVE MINOR HOCKEY ASSOCIATION**

## **A. CONSTITUTION**

1. The name of the Society is **ALDERGROVE MINOR HOCKEY ASSOCIATION**.
2. The objectives of the Society are:
  - a. To encourage and foster amongst its members and all citizens in general, sportsmanship and good citizenship.
  - b. To maintain and increase an interest in amateur hockey.
  - c. To control and operate minor hockey within Aldergrove
  - d. To encourage and promote competition for it's members.
3. The operation of the Society is to be chiefly carried out within the Municipality of Langley in the province of British Columbia.
4. The funds of the Society that are not required for immediate use may be kept on deposit in a bank or may be invested in such a manner as the Directors from time to time determine.
5. Should the Society accumulate any profits, they shall not go to the members, but shall be distributed in the same manner as the assets would be distributed upon the winding up of dissolution as hereinafter provided. If, upon the winding up or dissolution of the Society, there remains after the satisfaction of all its assets and liabilities, and property whatsoever, the registered as such under the provisions of the income Tax Act.
6. Paragraphs 4 and 5 of the Constitution are unalterable provisions in accordance with Section 17 of the Societies Act.

**B. BY-LAWS**

**MEMBERSHIP**

1. Membership shall consist of:
  - a) **Full Members:**  
Parents or guardians who have boys or girls in the Association
  - b) **Associate Members:**  
Associate membership shall be open to any adult, who does not have a boy or girl registered in the Association. An Associate member will have full voting rights and will be eligible to hold office within the Association.
  - c) **Honorary Membership:**  
As an honor, the highest that may be bestowed by this Association any member who has served this Association and has rendered outstanding or meritorious services in accordance with Article 2 of this Constitution may be elected an Honorary Life member by and Annual Meeting. Honorary Life membership shall have the privilege of the Executive voting privileges at Annual and Executive meetings. Nominations for Life membership must be submitted to the Annual Meeting detailing the services for which the honor is bestowed and such brief shall be attached to and become part of the minutes of the Annual Meeting.
  - d) Any violation of the Constitution, By-Laws or Rules of the Association or decisions of the Executive Committee by any member of this Association shall render such member liable to disciplinary action as may be deemed necessary with possible expulsion
2. Annual membership fees shall be determined at the Annual General Meeting.

## **VOTING**

3. At the Annual Meeting, all members present shall have one vote. Also, all officials taking active part, such as refereeing, coaching shall have one vote.
4. Each member of the Executive Committee, excluding the President, shall be entitled to one vote at all meetings of the Association.
5. The President will only cast a vote in the event of a tie
6. No person, other than that of the President in case of a tie, shall cast more than one vote notwithstanding the fact that he may hold more than one office on the Executive Committee of the Association.
7. No proxies shall be allowed at any meeting of the Association.
8. At all meeting of the Association, voting shall be by a show of hands or by ballot.
9. Decision shall be by a majority of votes cast.

## **MEETINGS**

10. The Annual General Meeting of the Society shall be held before the end of May each year. (Recommended to be in April)
11. The Directors may call General Meetings of the Society at any time. In addition, twenty or more members may, at anytime by notice in writing specifying the purpose of the meeting (such notice to be signed by them and delivered to the Secretary) require the Directors to call a General Meeting of the Society and the Directors shall thereupon immediately call a General Meeting of the Society.
12. General Meetings of the Society may be called by written notice, mailed prepaid, at least one week before the date of the meeting.
13. The accidental omission to give notice, to, or the non-receipt of the notice of a meeting by any member shall not invalidate proceedings at the meeting.
14. The quorum at all General Meetings shall be eleven.
15. Robert's Rules of Order shall govern all matters of procedure not covered in this Constitution and By-Laws.

## **DIRECTORS**

16. The Board of Directors shall consist of a minimum of eleven members to a maximum of fifteen.
17. Directors shall be elected for a two-year term.
18. At each Annual General Meeting of the Society, the Directors who have completed their term shall retire. Retiring Directors shall be eligible for re-election.
19. Any vacancy on the Board of Directors may be filled by the remaining Directors for the remainder of the year and until the next Annual General Meeting.
20. a) The absence of any member from three (3) consecutive meetings without just cause shall constitute a vacancy. The secretary shall keep a record and inform the President of any Directors with poor attendance.  
  
b) A director shall be asked for his/her resignation for failure to abide by the Constitution and By-Laws.
21. The management and administration of the affairs of the Society shall be vested in the Directors. In addition to the powers and authorities given by these By-Laws or otherwise expressly conferred upon, the Directors may exercise all such powers of the Society and do all such acts and things on its behalf as are not by the Societies Act or by the By-Laws required to be exercised or done by the Society at a General Meeting, and the Directors shall have full power to make such rules and regulations as are not inconsistent with the Constitution By-Laws of the Society.
22. The Directors shall meet at such times and places as they may determine, and may adjourn any meeting at pleasure. The quorum at all meetings of the Directors shall be 50% of the active Directors.
23. Directors shall not be paid for their services as Directors, but their expenses on behalf of the Society may be defrayed by the Society with prior approval of the Board of Directors.
24. Any resolution of the Directors signed by all of the Directors shall have the same force and effect as if duly passed at a meeting of the Board of Directors held for that purpose.

## **OFFICERS**

25. The directors shall meet as soon as possible following each Annual Meeting and shall elect amongst the Directors the following Officers. Nominees for the following positions must have served on year as a Director.

- a) A President
- b) A Vice President
- c) A Secretary
- d) A Treasurer

## **DUTIES**

- a) **The President:** May delegate certain duties to a Vice President or to other members of the Executive Committee, but responsibility for the performance of these duties remains with the President. As a presiding officer, he shall be impartial, give information without bias, nor take active part in debate, maintain order, decide in a quorum is present, read each motion, call for the vote, rule on points of order or questions of procedure, adjourn the meeting.
- b) **The Vice President:** May be called upon at any time to assume temporarily the office of the President; should make a study of the President's duties and responsibilities and be familiar with the work of the Association. He shall assume other specific duties assigned to him by the President.
- c) **The Secretary:** Shall record an accurate account of all business transactions at Association and Directors meeting, notifies members of regular or special meetings, files all letters, together with a copy of all replies.
- d) **The Treasurer:** Receives all monies and disburses them as designated in the By-Laws, or as authorized by the Association. He shall keep an official treasurer book in which all receipts and expenditures are recorded; he shall submit a report showing the receipts, disbursements and balance on hand at the Directors and regular Association meetings.

## **ACCOUNTS**

26. a) The Directors shall cause true accounts to be kept of all sums of money received and expended and the matter in respect of which the receipts and expenditures took place.
- b) Assets and Liabilities.
- b) All other transactions affecting the financial position of the Society.
27. The Directors shall lay before the members of the Society at each Annual General Meeting, the financial statements showing income and expenditures of the Society during the preceding fiscal year.
28. The fiscal year of the Society shall terminate at such time as the Directors shall determine.
29. The accounts and books of the Society shall be examined at least once in every year and their correctness ascertained by and Auditor shall certify their correctness or otherwise of the societies accounts as presented to each Annual Meeting of the Society.

## **BORROWING**

30. The Directors may exercise all the powers of the Society to borrow or raise or secure the payment of money, in such a manner and form, at such time in such amounts and upon such terms as they think fit.

## **SEAL**

31. The seal of the Society shall be under the custody of the Directors and shall not be affixed to any instrument except by authority of a resolution of the Board of Directors and in the presence of such officers or Directors as may be prescribed by such resolution, such officers or Directors to sign over instrument to which the seal of the Society is so affixed.

## **EXTRAORDINARY RESOLUTIONS AND ALTERATIONS OF BY-LAWS**

32. The majority of the passing of an Extraordinary Resolution of the Society shall be two-thirds majority of those present as a duly constituted meeting called for the purpose of considering such Resolution.
33. These By-Laws may be altered or added to by an Extraordinary Resolution of the Society.

## **RECORDS**

34. The Directors shall from time to time determine whether and to what extent and at what times and places and under what conditions or regulations the accounts, books and records of the Society or any of them shall be opened to the inspections of members not being Directors. The minutes of the Society shall be prepared by and held in the custody of the Secretary.

## **AFFILIATION**

35. The Association shall maintain good standing in affiliation with the British Columbia Amateur Hockey Association and shall observe all laws, rules and regulations by which such Associations are governed and shall have representation at their Annual Meetings.

36. Commercial advertising shall be allowed on players sweaters. All monies received shall go to the general fund.

37. The Directors shall rule how to classify or zone teams as they may deem to the best interest of the Association.