

# **BYLAWS of the OLDS CURLING CLUB 1975**

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(Revised October 15, 2019)

## **1. NAME**

The name of the Organization shall be OLDS CURLING CLUB 1975.

## **2. CURLING YEAR**

The curling year shall be defined as that period commencing the first day of April and ending on the thirty-first day of March of the following year.

## **3. MEMBERSHIP**

#3 (a) Membership shall consist of two classes – active and honorary life. An active member is defined as a person who has paid all dues owing for the current curling year.

#3 (b) Honorary life members shall not be liable for any dues assessed by the Club and shall be entitled to all the privileges of the Club. An honorary member is a person selected by the Club from the Olds and district area who is well known for his or her interest and activities for the promotion of curling.

#3 (c) Any members wishing to resign or withdraw from membership may do so upon a notice in writing to the Board through its Secretary. If any member is in arrears for dues and has not made any efforts to address the arrears, that member shall be automatically suspended as of January 1 of the Curling Year and shall thereafter be denied all membership privileges and powers in the Club until reinstated. Upon a two-thirds vote of all members of the Club in good standing, any member may be expelled from membership for any cause which the Club may deem reasonable.

#3 (d) All active members and honorary life members in good standing shall have the right to vote at any General Meeting of the Club. Such votes must be made in person and not by proxy or otherwise.

#### **4. DIRECTORS AND OFFICERS**

#4 (a) The officers of the Olds Curling Club shall be the President, Immediate Past President, First Vice President, Secretary and Treasurer of the Olds Curling Club 1975.

#4 (b) Each Officer shall be a member in good standing of the Olds Curling Club 1975.

#4 (c) All officers shall enter their official duties immediately after the Annual Spring General Meeting of the Olds Curling Club in each year and shall serve for a term of one year or until their successors shall be duly elected and qualified.

#4 (d) No person shall serve as President for more than two (2) consecutive years.

#4 (e) The office of Secretary and Treasurer may be held by the same person. If, or when this is the case, the Secretary-Treasurer shall not be liable for any dues and shall be entitled to all the privileges of the Club during their term of office.

#4 (f) An officer not in good standing or who fails to attend three (3) meetings, without valid notice, will be relieved of his or her duties.

#### **5. DUTIES OF OFFICERS**

#5 (a) President: The President shall preside over all meetings of the Club and Board of Directors, sign all official documents on behalf of the Club and perform such duties as are usually attached to the office of President.

#5 (b) Immediate Past President: The Immediate Past President's duties shall consist of advising the new Executive and familiarizing them

with the activities of the previous year in order that the continuity of the Club's activities may be maintained.

#5 (c) First Vice President: The First Vice-President shall have the powers of the President in the absence of the President.

#5 (d) Secretary: The Secretary shall:-

- (i) Keep a record of the proceedings of the Club and Board of Directors Meetings.
- (ii) Conduct the correspondence of the Club.
- (iii) Give notice as to date and time of meetings.
- (iv) Receive and file the reports of all Committee chairmen.
- (v) Maintain an accurate membership roster.
- (vi) Sign all documents, resolutions and papers of the Club.
- (vii) Have charge of the Seal of the Club, which Seal, whenever used, shall be authenticated by the signature of the President and the Secretary, or in the case of the death or inability of either to act, by the First Vice-President.
- (viii) Perform all other duties assigned to the Secretary by the Board of Directors.

#5 (e) Treasurer: The Treasurer shall: -

- (i) Be responsible for depositing the annual dues and other monies of the Club in an authorized depository.
- (ii) Pay all debts of the Club as authorized by the Board of Directors.
- (iii) Keep vouchers of all disbursements.
- (iv) Keep a record of all monies received and disbursed.

- (v) Present the Financial Report of the Club to the Board of Directors Meetings and provide copies of the said financial statements.

## **6. DUTIES AND POWERS OF BOARD OF DIRECTORS**

#6 (a) The Board of Directors shall consist of the Officers of the Club and of four (4) Directors elected by the Olds Curling Club 1975 and shall also consist of one elected representative from each league.

#6 (b) Each Director shall be a member in good standing.

#6 (c) All elected Directors shall be elected for a term of two (2) years and two (2) of their numbers shall be replaced each year.

#6(d) The Board shall, subject to the by-laws or directions given it by a majority vote at any Annual General Meeting properly called and constituted, have full control of the business and affairs of the Club. Meetings of the Board shall be held as often as the business of the Club shall require and shall be called by the President who will provide a minimum three (3) day notice to Board Members and a written agenda.

#6 (e) Any seven (7) members shall constitute a quorum for a regularly scheduled Board meeting. If a quorum is not present for a regularly scheduled meeting, the meeting may be conducted by those present. However any business transactions taking place at these meetings must be ratified at the next regularly scheduled meeting that has a constituted quorum. Further, meetings may be held without notice if a quorum of the Board is present, provided, however, that any business transactions at such meetings are ratified at the next regularly called meeting of the Board; otherwise said transactions shall be null and void.

#6 (f) The Board shall be the final authority with respect to any dispute arising from or in connection with any curling activities conducted on the curling premises.

# 6 (g) Except for the remission of dues to a person holding the joint offices of Secretary and Treasurer, no Officer, Director or member of the Club shall receive any remuneration for his or her services unless authorized at a meeting of the Club.

## **7. FINANCIAL AFFAIRS**

#7(a) The Club's books of account shall be audited at least once in every year immediately prior to the Annual Fall General Meeting.

#7 (b) The Board of Directors shall determine the official depository or depositories.

# 7 (c) The Board of Directors shall appoint an Auditor to audit the books of the Club.

#7 (d) Signing officers for banking business of the Club shall be the President and Secretary-Treasurer and in the absence of the President, the President's replacement will have said authority.

#7 (e) The books and records of the Club may be inspected by any member of the Club at the annual general meetings or at any time upon giving reasonable notice and arranging a time satisfactory to the Officer or Officers having charge of same. Members of the Board shall at all times have access to such books and records.

#7 (f) The Annual Dues payable by members shall be determined and set annually by the Board of Directors.

#7 (g) For the purpose of carrying out its objectives, the Club may borrow or raise or secure the payment of money in such manner as it thinks fit, and in particular by the issue of debentures, but this power shall be exercised only under the authority of the Club, and in no case shall debentures be issued without the sanction of a special resolution by the Club.

#7 (h) Each person eligible for membership shall pay the annual membership fee within thirty (30) days of the commencement of the

current curling year unless other arrangements are made with the Secretary-Treasurer with the approval of the Board of Directors.

#7 (i) A person who makes any use of the curling facilities of the Club without paying the fees which are then payable, shall not be eligible for membership in the Club unless said person pays the annual fees or any portion thereof which were not paid by the due date.

## **8. MEETINGS**

#8 (a) The selection of league representatives for the Olds Curling Club 1975 shall be conducted at a meeting prior to the commencement of each curling season.

#8 (b) Annual or General Meetings of the Club may be called at any time by the Secretary upon the instructions of the President or Board by a notice in the local media at least eight (8) days prior to the date of the meeting.

#8 (c) A Special Meeting shall be called by the Secretary upon the instructions of the President, upon the receipt of a Petition signed by one-third (1/3) of the members in good standing setting forth the reasons for calling such a meeting. Notice of such Meetings shall be given by a notice through our internal communication system or in the local media at least eight (8) days prior to the date of the meeting.

#8(d) A Special General Meeting may be called by the President by the placing of a notice regarding the meeting on the bulletin board and by providing a notice to each league representative.

#8 (e) Twenty-five (25) members in good standing shall constitute a quorum at any General Meeting or Special General Meeting.

## **9. COMMITTEES**

#9 (a) There shall be the following Standing Committees: Ice and Building, Finance, Kitchen and Bar and Ice Scheduling.

#9 (b) Each Standing Committee shall be composed of three (3) or more members and shall serve for a term of one year, commencing from the date of the Annual Spring General Meeting. The Board of Directors shall have the power to appoint other Standing Committees, if required.

#9 (c) All Committee members shall be appointed by the Board of Directors and are responsible to the Board and are subject to removal by the Board.

#9(d) Special Committees may be appointed by the Board of Directors.

#9 (e) The President shall be *ex officio* a member of all Committees.

## **10. NOMINATIONS AND ELECTIONS**

#10 (a) Election of Officers and Directors shall be held at the Annual Spring General Meeting.

#10 (b) The President, shall, prior to February 1 of each year, appoint a nominating committee. This committee shall consist of three (3) members of the Olds Curling Club 1975 who have served the Club as an Officer or Director. The duties of the committee shall be to make nominations for Officers and Directors, including ensuring that the nominees have consented to stand for election. The committee shall submit the names of the nominees to the Annual Spring General Meeting.

#10 (c) The President, in addition, will call for further nominations from the floor for each vacant position. Any such nominations must have the consent of the nominee and upon acceptance shall be added to the list of nominees provided by the nominating committee. The elections of Officers and Directors for each vacant position shall then take place.

## **11. BY-LAWS**

The Club's by-laws may be rescinded, altered or added to by a Special Resolution passed by a majority of not less than three-fourths (3/4ths) of such members entitled to vote as are present at a General Meeting

of which one month's notice is provided through our internal communications system or in the local media.

Dated this day March 1, 2020.