

Calgary Gators Football Society

Society Bylaws

By signing this document the persons below hereby form the Alberta society to be known as the Calgary Gators Football Society ("CGFS"). The CGFS is organized pursuant to, and governed by, the attached bylaws as the same may be amended from time to time.

Dated this day of , 200_.

Signature:	Address	Apartment
Print Name:	City/Town	Province Postal Code

Signature:	Address	Apartment
Print Name:	City/Town	Province Postal Code

Signature:	Address	Apartment
Print Name:	City/Town	Province Postal Code

Signature:	Address	Apartment
Print Name:	City/Town	Province Postal Code

Signature:	Address	Apartment
Print Name:	City/Town	Province Postal Code

WITNESS:

Signature:	Address	Apartment
Print Name:	City/Town	Province Postal Code

Calgary Gators Football Society Society Bylaws

ARTICLE I

Name and Location of Association

1.0 Name of Society

The name of the society shall be the Calgary Gators Football Society ("CGFS").

1.1 Location of the Society

The principal offices of the CGFS shall be in Calgary, Alberta or at such location as may be determined by the Executive Committee of the CGFS from time to time.

ARTICLE II

2.0 Purpose

The primary purpose of the CGFS is to facilitate the playing of the sport of football in Calgary and Alberta.

2.1 Goals

In order to achieve the above purpose the CGFS has the following goals:

- Organize practices and games
- Publicize the CGFS to raise awareness, help with fundraising and to recruit new members.
- To increase the skill level of participants through education and coaching.
- Engage in such activities to support the playing of football at various locations.
- Such other goals as may be established by the Executive Committee from time to time.

ARTICLE III

3.0 Books and Records

The Secretary shall maintain custody of the Society Bylaws, the Articles of Association, any amendments to those documents, all signed Membership Applications, minutes of all meetings of the Members and Executive Committee, bank account opening documents, and such other books and records as the Secretary considers appropriate.

3.1 The Treasurer shall maintain custody of all financial records of the CGFS.

ARTICLE IV

4.0 Membership

The following persons shall be members of the CGFS ("Members"):

- (a) Any person who signs a Membership Application in substantially the same form as Schedule A attached hereto and obtains the signature of any member of the Executive Committee thereon approving his admission to the CGFS.

4.1 Voting Members

The following persons shall be members of the CGFS ("Members"):

- (a) Members who have provided a working e-mail address to the Secretary, either by way of a Membership Application or such other written or e-mail notification of the same shall be entitled to one vote each at any meeting of Members.
- (b) Members who are not more than 3 months in arrears in full or in part of their membership dues.

4.2 Removal of Members

The CGFS may remove any Member by a resolution passed by the Executive at a physical meeting or through an e-mail ballot.

4.3 Denial of Membership

The CGFS may choose to deny any prospective Member membership by a resolution passed by the Executive at a physical meeting or through an e-mail ballot.

4.4 Withdrawal of Members

Any member wishing to withdraw from Membership may do so upon a notice to any member of the Executive. If any member is in arrears for fees or assessments at the time of such a request, such member shall be automatically suspended until reinstated or until such fees are paid.

ARTICLE V

Membership Meetings

5.0 Annual General Meeting

The Voting Members shall hold one Annual General Meeting in each calendar year either by physical meeting or by e-mail ballot to elect a new Executive Committee, consisting of a President, Vice-President, Secretary, Treasurer and Director of Finance. Notice specifying the time and place (if a physical meeting) and the agenda for the Annual General Meeting shall be e-mailed to all Voting Members by any member of the Executive Committee at least one week in advance of the meeting. Any member in good standing shall be eligible to any office in the society.

5.1 Special General Meetings

All meetings other than the Annual General Meeting shall be called Special General Meetings. Special General Meetings may be called by the President or by any two Executive Committee Members.

5.2 Quorum

For a physical meeting ten Voting Members present shall constitute a quorum. For meetings conducted by e-mail ballot responses from at least ten Voting Members shall constitute a quorum.

5.3 Manner of Acting

The President shall chair all Annual General Meetings and Special General Meetings. In the President's absence the Vice-President shall chair the meetings. In the absence of the President and the Vice-President one member of the Executive Committee in attendance shall be chosen to chair the meeting.

5.4 The vote of a majority of Voting Members present at any physical meeting of Voting Members shall be required to adopt any resolution presented at the meeting. All resolutions adopted at any physical meeting of Voting Members at which there is a quorum shall be the act of all Members of the CGFS unless the act of a greater number is required by law or by these Articles.

5.5 E-Mail Ballots

Any Annual General Meeting or Special General Meeting may be conducted by way of an e-mail ballot. The vote of a majority of those ballots returned by e-mail shall be required to adopt resolutions presented by e-mail ballot. All resolutions adopted by e-mail ballot at which there is a quorum shall be the act of all Members of the CGFS unless the act of a greater number is required by law or by these Articles.

5.6 The accidental failure to notify any Voting Member by e-mail prior to the date of any meeting or e-mail ballot shall not invalidate any resolution passed at the meeting or by e-mail ballot.

ARTICLE VI

Executive Committee

6.0 The Executive Committee shall be composed of five Members. The initial Executive Committee shall be as follows:

Don Nelson, Teigan Milne, Tony Verbrugge, Jefferson N. Glapski, Kyle Heier.

6.1 The Executive Committee shall hold office until the next Annual General Meeting of Voting Members at which time their successors shall be elected subject to Article 6.4.

6.2 Officers

The following officers shall be chosen by the Executive Committee from the current members of the Executive Committee:

President, Vice-President, Secretary, Treasurer and Director of Finance.

6.3 The initial officers of the CGFS shall be:

President:	Don Nelson
Vice-President:	Teigan Milne
Secretary:	Tony Verbrugge
Treasurer:	Jefferson N. Glapski
Director of Finance:	Kyle Heier

6.4 Election of Executive Committee

All members of the Executive Committee shall be elected at each Annual General Meeting of the CGFS.

6.5 Any Executive Committee Member shall be eligible for re-election at any Annual General Meeting.

6.6 Governing Powers and Responsibilities

Board of Directors, Executive Committee or Board, shall mean the Board of Directors of the society.

6.7 The Board shall, subject to the bylaws or directions given it by majority vote at any meeting properly called and constituted, have full control and management of the affairs of the society, and meetings of the Board shall be held as often as may be required, but at least once every three months, and shall be called by the President. The Executive Committee shall have all the authority and responsibility necessary and appropriate for providing overall direction and financial and legal oversight of the administration of the CGFS. They may do all such acts and things that are not prohibited by law or by these Articles or by resolutions of the Voting Members. The Executive Committee may delegate any of its authority to any committee comprised primarily of Voting Members.

6.8 The Executive Committee shall be responsible for the continual development of goals to meet the purpose of the CGFS.

6.9 Quorum

A quorum of the Executive Committee for a physical meeting or an e-mail ballot shall be three persons.

6.10 Manner of Acting

The President shall be ex-officio a member of all Committees. He/she shall, when present, preside at all meetings of the society and of the Board. In his/her absence, the Vice-President shall preside at any such meetings. In the absence of both, a chairperson may be elected at the meeting to preside.

Any resolution passed by simple majority of those persons present at a regularly constituted meeting of the Executive Committee at which there is a quorum shall constitute an act of the Executive Committee.

6.11 Secretary

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/she shall have charge of the Seal of the society which whenever used shall be authenticated by the signature of the Secretary and the President, or, in the case of the death or inability of either to act, by the Vice-President. In case of the absence of the Secretary, his/her 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.

The Secretary shall also keep a record of all the members of the society and their addresses, send all notices of the various meetings as required, and collect and receive the annual dues or assessments levied by the society. Such monies shall be promptly turned over to the Treasurer for deposit in a Bank, Trust Company, Credit Union or Treasury Branch as required.

6.12 Treasurer

The Treasurer shall receive all monies paid to the society and be responsible for the deposit of same in whatever Bank, Trust Company, Credit Union or Treasury Branch the Board may order. He/she shall properly account for the funds of the society and keep such books as may be directed. He/she shall present a full detailed account of receipts and disbursements to the Board whenever requested and shall prepare for submission to the Annual Meeting a statement duly audited of the financial position of the society and submit a copy of same to the Secretary for the records of the society.

6.13 Auditing

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 society elected for that purpose at the Annual Meeting. A complete and proper statement of the standing of the books for the previous year shall be submitted by such auditor at the Annual Meeting of the society. The fiscal year of the society in each year shall be December 31.

6.14 The books and records of the society may be inspected by any member of the society at the Annual Meeting or at anytime upon giving reasonable notice and arranging a time satisfactory to the officer or officers having charge of same. Each member of the Board shall at all times have access to such books and records.

6.15 The Executive Committee may also act by adopting a resolution passed by a majority of those members responding to an e-mail ballot provided a quorum is present.

6.16 Notice specifying the time and place (if a physical meeting) and the agenda for any meeting of the Executive Committee shall be e-mailed to all members of the Executive Committee a reasonable time in advance of the actual meeting.

6.17 Resignations, Vacancies and Removal

An Executive Committee member may resign by notifying the President. If an Executive Committee member ceases to be a Member of the CGFS he shall be deemed to have resigned from the Executive Committee on the same date that he ceased to be a Member of the CGFS.

6.18 The President may fill any vacancy on the Executive Committee by appointing any Member to fill the vacancy.

6.19 Any director or officer, upon a majority vote of all members in good standing, may be removed from office for any cause which the society may deem reasonable.

6.20 Remuneration

Unless authorized at any meeting and after notice for same shall have been given, no officer or member of the association shall receive any remuneration for his/her services.

ARTICLE VII

Amendment of these Articles

7.0 These Articles may be amended by a majority of Voting Members present at any Annual General Meeting or Special General Meeting or by a majority of Voting Members responding to an e-mail ballot provided that in each case there is a quorum present.

7.1 A proposed amendment must be sent to all Voting Members by e-mail no less than one week prior to the date of the meeting at which the amendments will be considered or in the case of an e-mail ballot not less than one week prior to the date designated by the President as the date for e-mail responses to be returned.

ARTICLE VIII

Dues Payable by Members

8.0 Dues shall be set by the Treasurer in consultation with the Executive Committee having regard to the annual budget of the CGFS.

8.1 Dues shall be paid by all Members at such time or times as the Treasurer may direct.

