



BY-LAWS OF THE
EASTERN EAGLES SOCCER ASSOCIATION

Amended April/2nd/2021

Article 1- Name

The organization hereby shall be known as the Eastern Eagles Soccer Association (here in after cited as “the E.E.S.A”).

Article 2 - Purpose

- A. To provide opportunities for people to play soccer regardless of age, sex, ability, or geographical location.
- B. To further develop the standards of play, officiating and coaching its members.

Article 3 - Board of Directors

3.1 Composition

- A. The Board of Directors of the E.E.S.A shall consist of a President, Vice President, Branch Presidents, Treasurer, Secretary, Past President, Registrar, Technical Director, Coordinators and Directors at Large.
- B. The officers of the Board shall consist of the President, Vice President, Secretary and Treasurer.

3.2 Election of Board of Directors

- A. All Board members shall be elected at the annual meeting of the E.E.S.A and shall hold office for a period of two years (coordinators for 1 year). No board member will be compensated in any way, shape or form for performing their duties.
- B. Elected in even years: President, Secretary, Directors at Large (2)
Elected in odd years: Vice-President, Treasurer, Directors at Large (2)

3.3 Duties and Powers of the Board of Directors

- A. The President of the E.E.S.A. shall carry out the following duties:
 - 1. Preside at all meetings of the membership.
 - 2. Preside at all executive meetings.
 - 3. Exercise general supervision over the association’s affairs.
 - 4. Act as an ex-officio member of all committees established by E.E.S.A.
 - 5. Represent the association at such times and on such occasions as may be deemed appropriate.
 - 6. Report annually to the membership on the activities of the association.
 - 7. Be a signing officer of the association or designate someone to act on his/her behalf
- B. The Vice President of the E.E.S.A shall carry out the following duties:
 - 1. Represent the association in the president’s absence.
 - 2. Chair meetings in the absence of the president.
 - 3. Perform such duties and functions as may be assigned by the president or the executive.

4. Shall represent the club in dealing with the school board, town of Montague, and the CIC of lower Montague.
- C. The Treasurer of the E.E.S.A shall perform the following duties:
1. Act as a custodian of the association's funds.
 2. Receive and pay out all funds.
 3. Along with the president or his/her designate, sign all cheques and have charge of the bank accounts of the association.
 4. Maintain financial records
 5. Prepare an annual financial report for presentation at the AGM of the association.
 6. Maintain and monitor and approve all expenditures of the association's funds. (Budget control)
 7. Assist in formulating the annual budget.
 8. Perform such duties as may be assigned by the president and /or executive.
- D. The secretary of the E.E.S.A shall carry out the following duties:
1. Keep the minutes of all executive and general meetings.
 2. Attend promptly to the correspondence of the association.
 3. Arrange for notification of all meetings.
 4. Perform such duties as may be assigned by the president and/or executive.
- E. There will be a coordinator for mini soccer, youth division, and senior divisions and they shall carry out the following duties:
1. Determine the number of teams in their domain.
 2. Arrange for the coaches and managers, uniforms, equipment, and field times for their divisions.
 3. Work with the E.E.S.A registrar to ensure rosters are finalized and forwarded to the P.E.I. Soccer Association, including the youth league.
 4. Represent the association at the Provincial league they represent.
 4. Perform such duties as may be assigned by the President and /or executive.
- F. The Registrar of the E.E.S.A. shall carry out the following duties:
1. Arrange in -person registration sessions and communicate information about these sessions to all members.
 2. Set up online registration and communicate this information to all members.
 3. Record all registrations in the online system.
 4. Record all payments and refunds in the online system.
 5. Keep the board aware of the status of registrations throughout the season.
- G. The Technical Director of the E.E.S.A. shall carry out the following duties:
1. Provide assistance to players and coaches in order to develop technical skills in accordance with the long-term player development model.
 2. Work closely with the youth and mini coordinators to ensure that all coaches are following E.E.S.A. guidelines that affect player development and enjoyment of the game.

3. Work with PEISA Technical Director to arrange player and coach training through the PEISA technical development programs.
 4. Run the on-field sessions for player evaluations and try outs.
- H. Directors at Large may be elected if agreed upon by the Board. They are individuals who would like to help with the program but cannot assume the responsibilities of any of the board positions. -These board members would be asked to help with various aspects of the E.E.S.A. program, as needed.

Article 4 - Responsibilities of the Board.

- A) Plan the seasonal program of E.E.S.A.
- B) Establish committees as deemed appropriate and necessary to carry out the affairs of the association.
 1. Tournament Committee responsible for running the association's major tournaments.
 2. Registration Committee responsible for streamlining registration procedure i.e. Dates, deadlines, money and forms.
 3. Referee committee to look into ways of improving referee problems within the association.
 4. Employment committee responsible of outlining job descriptions for summer employment as well as accessing all funds, grants, and programs available to the association.
- C) Set policy to be used to meet the objectives of the association.
- D) Provide activities for the continued development of coaches, referees, and players i.e. coaching and refereeing clinics, soccer schools etc.
- E) Recruit coaches, referees and volunteers.
- F) Prepare an annual budget to be passed at the annual meeting.

Article 5- Membership

The E.E.S.A. shall have three types of membership: Senior, youth and minor. A membership will be valid from the day of registration until March 31st of the following year.

- A) Senior shall be a parent of a youth or minor member, any member registered for a senior team, or a registered volunteer within the association.
- B) Youth shall be any member falling in the under 11 to under 18 age categories.
- C) Minor shall be any member falling in the under 9 and down categories.
- D) Members may withdraw from the Association by giving notice in writing to the executive committee, at its head office, but no refund will be made to a member upon cessation of his/her membership.
- E) The officers of the Association shall have the power by a three-quarters majority vote of the attending members to expel or suspend any member whose conduct shall have been determined by the directors to be adverse to the best interests or reputation of the Association or who willfully commits a breach of the bylaws of the Association.

- F) Any member who resigns, withdraws or is expelled or suspended from the association shall forfeit all right, claim and interest arising from or associated with the membership in the Association.
- G) Any member who has not paid his dues in full from the previous season will not be eligible for renewal until the outstanding dues are paid.

Article 6- Voting

- A) All senior members are entitled to a single vote at any general meeting of the E.E.S.A. This is inclusive of all executive members.
- B) Each Board member shall be entitled to one vote at all general and board meetings, except the President who only votes in the case of a tie.
- C) In all matters except amendments and changes in the constitution or bylaws, a simple majority shall be sufficient for the passing of a motion.
- D) Voting at the Annual General Meeting, any Special General Meeting shall be by a show of hands with the exception of elections which require voting by secret ballot.
- A secret ballot may be held if requested by a majority of the Members at the meeting.

Article 7- Meetings

- A) The Annual General Meeting of the E.E.S.A. shall be held each year after the conclusion of the outdoor soccer season, but no later than November 30th.
- B) Regular meetings of the Board shall be held monthly during the period from May to October. A minimum of two meetings shall be held during the period from October to May. A quorum of five (5) must exist for a meeting to take place.
- C) Meetings of the Board shall be at the call of the President or called by the President if so requested by a majority of the Board.
- D) Special General Meetings of the membership may be called at the request of at least ten (10) members.
- E) At least ten days' notice must be given of all general meetings of the E.E.S.A. Time, date, place and purpose of the meeting should be made public.

Article 8- Amendments to the Bylaws

- A) The Constitution or Bylaws may be amended by a two-thirds majority vote of the members present at the Annual General Meeting or at a Special General Meeting specifically called for this purpose.
- B) A Notice specifying the intention to propose the resolution must be given thirty days in advance.
- C) When no notice of a motion is given the constitution can be changed at the Annual General Meeting by unanimous vote at the meeting if at least ten (10) people are present.

Article 9- Notices of Motion

Notice of motion must be in the hands of the board of the E.E.S.A. thirty days in advance of the Annual General Meeting. Such notices will be circulated to the members at least fifteen days in advance of the meeting.

Article 10 - Fiscal Year

The E.E.S.A fiscal year shall end September 30th of each year.

Article 11 - Corporate Seal

The E.E.S.A. corporate seal will remain in the custody of the Association and will be in the administration office.

Article 12 - Auditor

An Auditor may be appointed by the Board of Directors and, if appropriate, shall examine the corporations books and accounts and vouchers in support thereof annually and at such other time as the Board may require. The auditor shall make and sign a certificate of such examination which shall be recorded in the record book. The directors of the corporations may fill any casual vacancy in the office of the auditor. The auditor shall not be a director or officer of the E.E.S.A.

Article 24 – Alternative Dispute Resolution

Any person, organization or member shall be bound to exhaust all internal procedures prior to seeking redress through the ordinary courts. These internal procedures shall include, but are not limited to, the application of an Alternative Dispute Resolution process that includes mediation and arbitration or such other techniques as may be determined from time to time.

Article 25- Dissolution of the E.E.S.A.

It is specifically provided that in the event of dissolution or the winding up of the E.E.S.A, all its remaining assets after payment of its liabilities, shall be distributed to one or more recognized charitable organizations in Prince Edward Island.

