



**Flagstaff Fusion Lacrosse Association (FFLA) 2020 Bylaws**  
As established March 2014, updated January 2020

**Membership**

- 1) A member shall be:
  - a) Any family registered with the Flagstaff Fusion Lacrosse Association (FFLA). The membership fee shall be the registration fee for a lacrosse player, such a fee being determined by Flagstaff Fusion Lacrosse Association (FFLA) Executive committee before each new box lacrosse year or
  - b) a non-parent coach, assistant coach, manager or executive member officially registered with the association.
- 2) Any member wishing to withdraw may do so upon written notice to the Executive Committee. Any member who does not conduct himself or herself in accordance with the rules or regulations of the Canadian Lacrosse Association, the Alberta Lacrosse Association, the Wheatland Lacrosse Association or the Flagstaff Fusion Lacrosse Association (FFLA), may have their membership suspended. Upon a two thirds majority vote of the Executive Committee, the membership could be withdrawn.

**Executive Committee**

- 3) The executive Committee which means the Board of Directors of the Association shall consist of elected officials including the President, Vice President, Treasurer, Secretary, Equipment Manager, Registrar and officials as appointed by the president.
- 4) The Executive Committee shall, subject to the bylaws or directions given by majority votes at any meeting properly called and constituted, have full control and management of the affairs of the Flagstaff Fusion Lacrosse Association (FFLA). Meeting of the committee shall be held as often as may be required but at least once per month during the regular season, with a minimum of four per year and shall be called by the President. A special meeting may be called on the instructions of any three members thereof provided they request the President, in writing that such meeting be called, and the President shall call said meeting within seven days. No subject shall be discussed or considered at any special meeting, except that specified by the notice. All meetings shall be conducted under the Roberts Rules of Order and four members shall constitute a quorum. Notices of meeting may be sent by facsimile transmission and conference calls may be accepted as duly called meetings as long as the 'conference call meeting' is duly called by the President and the requisite four members duly constitute a quorum.

5) Elections for the various Executive positions shall be as follows:

Terms of Office: The President, Vice-President, Secretary, Treasurer, & Registrar shall be elected to serve two (2) year staggered terms and will be re-eligible for re-election for successive or subsequent terms provided they remain a Member. After the passing of these bylaws on odd years the President & Secretary will be up for election. Subsequently each even year the Vice-President, Treasurer & Registrar will be up for election. If there is a resignation or the incumbents choose to run for another position, then the vacant position shall be up for election at that time. All other Board positions shall be elected to serve a one (1) year term and will be eligible for re-election for successive or subsequent years, provided they remain a Member.

5a) Board Positions:

- President
- Vice President
- Secretary
- Treasurer
- Registrar
- Equipment Director
- Fundraising Director
- Discipline Director
- Development Director

- 6) Notwithstanding; the above a President may serve more than two consecutive terms. In the event of the President not being able to perform his or her duties, the Past President will assume the position for the balance of the term or until the next annual meeting, whichever occurs first. In the event the Past President cannot assume the position, the Executive Committee may fill the position in accordance with Article 9 (below) and with tall due consideration to the qualifications specified in article 7 (below).
- 7) To qualify for election as President a candidate must have, at some time previously, served on the Executive Committee.
- 8) Members of the Executive Committee shall be elected from the general membership at the Annual General Meeting, with the exception of the appointed members and shall hold office until their successors are duly elected, re-elected or appointed.
- 9) The executive committee shall have the power to fill by appointment any office or vacancy which may occur between Annual General Meetings or as a result of the failure of the Annual General Meeting to elect a full slate.
- 10) The Executive Committee shall have the power to adopt or amend policy, guidelines, procedures or regulations at a regular or special meeting by motion, which shall be binding on all Association members. Such a motion shall be adopted by not less than a two thirds majority vote of those in attendance.

**Discipline**

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- a) The Association, through it's elected or appointed officials, have the authority to discipline any players, team officials, team follower, parent or member. The President shall ensure that written policy or regulations exist with respect to application of discipline which ensures that each disciplinary incident is:

- 1. dealt with by a committee of not less than three people.
- 2. fairness and consistency is maintained.
- 3. that the right of appeal is extended to every individual.
- 4. that the integrity and stature of the game officials is respected.

12 The executive committee or a committee therefore may create committees or sub committees including a nominating committee or such committees may consist of member or non-member of the Executive Committee.

13 Members of the executive committee or appointed officials are eligible to coach or manage Association teams while holding office.

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- a) Any elected or appointed member of the Executive Committee who does not attend three consecutive meeting may be relieved of his or her duties.
- b) Any elected or appointed member of the Executive committee, who by a vote of the Executive Committee is deemed to be doing an unsatisfactory job, shall by a two thirds majority vote be relieved of his or her duties.

**Duties of the Executive Committee**

**15) President**

- a) Responsible for general administration of the club operations.
- b) Sign as a signing officer.
- c) Preside at all meetings.
- d) Exercise the powers of the Executive Committee in case emergency.
- e) Suspend teams, players, coaches, managers or any other team official subject to ratification at the next duly called Executive meeting.
- f) Serve on all committees as an ex-officio voting member.
- g) Will liaise directly with the community organizations.
- h) Will attend or appoint a designate to all ALA and WLA meeting.
- i) The executive committee is a volunteer position; no payment of any kind will be issued to these committee members.

**16) Vice President**

- a) Will report to the President.
- b) Chair meetings in the President's absence.

**17) Secretary**

- a) Will attend all Executive Committee meetings and shall maintain accurate minutes of same.
- b) Will have charge of all Executive records.

- c) Will maintain and update the Bylaws as required.
- d) Will be responsible for all Executive Committee correspondence.
- e) Will perform such other duties as designated by the President.
- f) Will report to the President.
- g) Will attend all meetings of the society and keep accurate minutes of the same.

**18) Treasurer**

- a) Will be a signing authority along with the President.
- b) Will have charge of all Executive Committee financial records.
- c) Will present an annual statement of all operations.
- d) Will serve on the purchasing committee.
- e) Will report to the President.

**19) Equipment Manager**

- a) Will chair the purchasing committee.
- b) Will monitor record and maintain club equipment.
- c) Will serve on the budget committee.
- d) Will report to the Treasurer.

**20 Registrar**

- a) Will be responsible for registration of players, coaches, managers and other team personnel.
- b) Will chair the registration committee.
- c) Will report to the president.

**Auditing**

- 21 The books, accounts and records of the Secretary and the Treasurer shall be reviewed at least once each year by a duly qualified accountant or by two members of the Executive Committee. Complete and proper statement of the standing of the books for the previous year shall be submitted by such auditor at the Annual General Meeting of the society. February 28 in each year shall be the end of the fiscal year of the Association.
- 22 The books and records of the Association may be inspected by any member at the Annual general meeting provided for herein or at any time upon giving reasonable notice and arranging a time satisfactory to the officer or officers having charge of same. Each member of the Executive Committee shall at all times have access to such books and records. There is no seal for the association.

**Meetings**

- 23 (a) The Flagstaff Fusion Lacrosse Association (FFLA) shall hold a meeting on or before the 28<sup>th</sup> of February each year, of which meeting, due notice will be given to all members. At this meeting there shall be an election of officers as described herein. The elected officers should then form part of the Executive Committee until the successors are elected and installed.
- (b) Four members shall constitute a quorum at any meeting.

- 24 Special meeting of the society may be called at any time by the Secretary upon the instructions of the President or Executive Committee, by duly given notice at least two weeks prior to said meeting. A special meeting shall be called the President or the Secretary upon notice by him or her of a petition signed by a one third majority of the members in good standing, setting forth the reasons for calling such meeting, which shall be by notice in the community newsletter at least two weeks prior to the meeting.
- 25 Each member shall have the privilege of nominating a representative for each office open for election provided that, for the office of President, the candidate possesses the qualifications specified in article 7.

### **Voting Rights**

- 26 In the case of family membership, as specified in Article 1a, voting rights are restricted to parents or guardians with only one vote per family. Non parent members as specified in Article 1b will have one vote each.

### **Borrowing Powers**

- 27 For the purpose of carrying out it's objectives, the Association may borrow or raise or secure the payment of money in such a manner as it sees fit and in particular by the issue of debentures but this power shall be exercised only under the authority of the Association and in no case shall debentures be issued without the sanction of a special resolution of the Association.

### **Bylaws**

- 28 The Bylaws may be rescinded, altered or added to by a Special Resolution passed by majority of not less than three quarters of such members entitled to as are present in person at a general meeting, provided that a notice of a Special Resolution is received by the President in writing at least twenty-one days prior to the day of the meeting.

### **Remuneration**

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

### **Dissolution**

- 30 The Association shall be dissolved upon special resolution of Members.

### **Distribution of Assets**

- 31 After the payment of all debts and liabilities of the Association, the remaining assets shall be transferred to such organizations with the same or similar objectives of the Association as determined by the dissolving special resolution or as may be otherwise required by law.

### **Criminal checks**

- 32 All the volunteers must get a criminal check as required by law, and each team will have an adult manager.