

Marsden/Neilburg Minor Hockey Association Bylaws and Constitutions

ARTICLE 1

I.01 Name

This organization shall be called Marsden/Neilburg Minor Hockey Association.

ARTICLE 2

I.02 Definition

This association shall be the governing body of hockey in Marsden and Neilburg and shall govern within the framework of the Saskatchewan Hockey Association.

The purpose of a Constitution is to define the principles and structure of an organization.

The objective of Bylaws is to define the operating procedures of that association.

ARTICLE 3

I.02 Objectives

The objectives of this association shall be:

- a) To administer the operation of hockey in Marsden/Neilburg.
- b) To provide opportunities to develop life skills through hockey experiences.
- c) To encourage every player to have an equal opportunity to participate.
- d) To provide a wholesome experience for all participating, as well as the coaches, managers, and league officials.
- e) To develop a sense of pride in our Association and community.

BYLAWS

BYLAW 1

MEMBERSHIP

II.01 Membership to this association shall be available to any individual upon compliance with the Bylaws and Regulations of the SHA.

a) A person may become a member of the Association who:

-Has been approved as a member by the Board of Directors

-Is a coach, manager, referee, parent/guardian, in good standing of a player currently registered with the Marsden/Neilburg Hockey Association.

II.02 Termination of Membership

A person shall cease to be a member of the Association:

i) Upon notification to the Board of Directors in writing, fees may be charged.

ii) When expelled in accordance with Bylaws

-Any member who fails to maintain an acceptable standard of conduct

-Any member that refuses to resign on request will be considered expelled from the Association

-Any member suspended, or expelled cannot coach or manage a team, hold a Board Position, until Suspension/Expel is served. (Time frame deemed appropriate by the Board of Directors)

II.02 Fees

- a) Establish registration fees while meeting those registration requirements of the SHA.
- b) Establish fees for participation.
- c) Advertise participation fees to the membership in advance.
- d) Establish registration dates.
- e) Loss of membership due to non-payment.
- f) Every member shall advise the association of their correct birthday, email address, telephone number and address to determine proper registration protocol has been followed.

BYLAW 2 MEETINGS

III.01

Hold regularly scheduled meetings of the Association's Board of Directors.

- a) Timing of meetings
When required, or desired by the Board of Directors.
- b) Annual General Meeting
 - i) Help in the beginning of the month of September yearly.
 - ii) Order of Business
 - Minutes from Last Annual General Meeting
 - Treasurer Reports
 - Amendments to Bylaws/Constitutions
 - Elections
 - New Business
 - Adjournment
- c) Voting at meetings
Shall be decided by a majority of the eligible members present. Each member is entitled to one vote.
- d) Election of Board of Directors
All Directors are elected for terms of one year. Each member of the Board shall hold position until the conclusion of the next AGM. After term, members of the executive committee must stand for election at the AGM.
In the case a Board Member vacates, or is suspended the Board of Directors shall have the power to appoint a Director for the position.

BYLAW 3 BOARD OF DIRECTORS

IV.01

- a) Directors and Officers – President, Vice President, Secretary, Treasurer
 - Shall have control of the affairs of the Association and shall govern in the best interests of the association
 - Will have the power to impose and enforce penalties for violation of the Bylaws, or Regulations and Rules of the Marsden/Neilburg Minor Hockey Association.

- No Officer or Member of the Association shall receive any remuneration for their services.
- Shall develop Policies and Procedures for the management and operation of the Association.
- Have the power to suspend any player, coach, trainer, or manager for ungentlemanly conduct on and off the ice, abusive language, or any other infraction in the discretion of the Board of Director
- Shall operate under the Rules and Regulations of the SHA.
- Must be a minimum of 5 people and maximum of 7.

b) Duties of the Board

i) President

- Shall preside at all meetings of the Association
- Chair meetings
- Exercise the power of the Executive, in case of emergency.
- In charge of Discipline of parent, player, or team not resolved by the Team Manager
- Generally manage and supervise the affairs and operations of the Association
- Shall sign all resolution, transfers, and releases.

ii) Vice President

- Shall in the absence, or illness, or request of the President, have all the powers and perform all the duties of the President.

iii) Treasurer

- Collect and authorize the expenditure of funds.
- To receive all monies to be deposited into the account
- To pay all accounts owing
- Keep an updated record of all income and expenses of the account
- Provide a financial statement for meetings
- Signing authority

iv) Secretary

- Shall notify the appropriate members of the time and place of each meeting
- Maintain custody of all minutes
- To fill out/send/file all applications, registration, and insurances
- Signing authority

Other Positions

**BYLAW 4
FINANCES
V.01**

- a) Audit – if finances are large enough, one would be required. If not, an accountant should perform an assessment.
- b) Signing authority – Each association must specifically identify those officers or directors who have signing authority for the association. Most often it is the President, Vice-President, Secretary and Treasurer. Two of these should be “primary” signing officers, but in their absence, the other two can fulfill this responsibility.
- c) The fiscal year of the Marsden/Neilburg Minor Hockey Association shall run from September 1st to August 31st of every year.

BYLAW 5
AMENDMENTS
VI.01

a) Constitution & Bylaws - Motions to amend or alter the Constitution and Bylaws can only be approved at the Annual General Meeting of the association. These amendments shall require a majority of not less than 75% of the votes of the meeting, and if passed, shall take effect immediately.

BYLAW 6
WINDING UP
VII.01

Subject to Division XVII of the Non-Profit Corporations Act, in the event of dissolution of the Association its property and assets shall, after payment of all liabilities, be donated to one or more recognized charitable organizations in Saskatchewan as may be decided by the Association in a general meeting. If not registered as a Non-Profit Corporation, a plan should be in place to dissolve all property and assets should dissolution occur.