



Saskatoon Futsal League – S.F.L.

Promotion and coordination of Futsal in Saskatoon

SASKATOON FUTSAL LEAGUE – S.F.L. BY-LAW

Article 1: Name and League

The name of this League shall be the *Saskatoon Futsal League Inc.*, hereinafter referred to as “the League” a Non-Profit corporation incorporated on May 23, 2013. This is an organization dedicated to promotion and coordination of games of Futsal for males and females, girls and boys, at a recreational and competitive level in the city of Saskatoon, SK.

Article 2: Place of residence

The place of resident of the League is in Saskatoon, Saskatchewan.

Article 3: Objectives

The League shall have the following objectives:

- Promote the game of Futsal in clubs, schools, colleges, universities, first aboriginal, and communities at recreational and competitive level.
- To organize recreational and competitive Futsal teams from the interested District in Saskatoon, SK., to form a league.
- To provide, promote and manage league and cup competitions for the benefit of league member clubs or Academies.
- To foster sportsmanship, goodwill, and team spirit.
- To provide a Futsal league for teams within specific Club/Futsal Academy/Soccer Academy, District, Regional or Provincial boundaries as authorized by its governing organization.
- To operate the league based on the Terms of League Operations approved by its governing organization.
- And such other complementary purposes not inconsistent with these objects.

Article 4: Affiliation

The League shall be a Member of the Saskatchewan Soccer Association and shall follow the published rules of the Saskatchewan Soccer Association, hereinafter referred to as The S.S.A.

The League is subject to the published rules in declining order of authority of the following governing organizations to which it is affiliated:



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1. The S.S.A. and/or
2. The District Association.
3. Clubs and Futsal Academies.

Article 5: Membership

a. Active Membership: shall be composed of Active Membership levy on each registered player shall be established by a majority of delegates present and entitled to vote at the League. Annual Meeting or Special General Meeting.

b. Associate membership: which shall be composed by such Clubs and Academies of Futsal, School, College, and University Teams in the city of Saskatoon.

c. Life Membership: shall be composed of those people who have contributed shall be composed of those people who have contributed to the development and consolidation of the Futsal in the province of Saskatchewan. Life Membership will be recommended by the Board of Directors and approved in the Annual Meeting of S.F.L. These people will have voice but not vote during the meetings.

Article 6: Acceptance Into Membership

To be deemed properly recognized, a club must follow the S.S.A. definition of a club or Academy. Teams not currently affiliated to a properly recognized club may apply for membership in the league if accepted.

Applying for the League. membership may be submitted to vote by the majority of the Board of Directors that make the final classification and the date for the membership.

Article 7: Membership Fees

A Club must pay Membership fees to the league.

A onetime Bond as set out in the Rules and Regulations Schedule of Fines and all clubs belonging to the league pay Fees. The bond fee will be put into a separate account and be used towards any outstanding fines & fees if the club resigns from the league with the following provisions:

- a) Is fully refundable to the Club if they have left the League in good standing with no outstanding fines & fees



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- b) No partial refund if any of these monies has been applied to outstanding fines and fees and the Club did not notify the League that they were no longer being a part of the League.

Article 8: Approval of New Members

A Club or Academy shall become eligible to be a new Member if one or more of its teams become eligible to play in the league based on the S.S.A.'s Pyramid For Play in accordance with the S.S.A.'s published rules and/or the League.

The League's Board of Directors must approve the Membership application.

Article 9: Affiliation Request – Formal Documentation

The requesting entity must deliver to the League the following documents:

- a) Copy of By-Laws.
- b) List of its current Board of Director and terms of its government.
- c) Certified copy by the proper authority of the documents that proves the legal function of the entity and its uses.
- d) When the Secretary of the League has all the previous documents, he or she informs the Board of Directors, to treat and concede the formal affiliation of the requesting entity. Finally, it will be informed to the requesting entity about its new condition.

Article 10: Membership Renewal

Membership will be reviewed annually by the League Executive. It is available to those properly recognized clubs/Futsal Academies that have no unpaid charges, as set out in the Rules & Regulations of the League.

In order to be in good standing, a club/Academy must have no outstanding league fines and be a member in good standing with the S.S.A., Districts or/and the League.

Article 11: Rights of Members

Members shall be accorded the following rights:

- To be governed in accordance with The S.S.A. and the League's published rules,
- To participate in League sanctioned competitions,
- To attend and vote at all general meetings called by the League,
- To enter teams in the league in accordance with the S.S.A.'s published rules.



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Article 12: Discipline of a Member

A Member may be fined, censured, suspended or expelled from Membership for cause and only after charges have been laid in accordance with the League's rules and regulations and a hearing held in accordance with the League's rules and regulations and the S.S.A.'s published rules. A Member whose Membership has been suspended loses all rights of Membership until the suspension has been terminated.

A member not in good standing with the S.S.A., Districts and/or the League, may be suspended from league membership if so requested by the League, District, and the S.S.A.

Player, team and team official discipline for game infractions is governed in accordance with the procedures published by The S.S.A.

Any Member who infringes the Articles or rules of the League or brings the League into disrepute, may be reprimanded, suspended or expelled from the League after a hearing by the Board of Directors of the League at which hearing the Member is entitled to attend.

Article 13: Termination of Membership

Membership in the League shall be deemed to have been terminated:

- a) If the Member submits a signed letter of resignation to the League;
- b) If the Member is expelled by the League's Board of Directors
- c) If the Member is no longer registered with the League

Article 14: Board of Directors

The League shall be governed by a Board of Directors which shall consist of a minimum of three (3) individuals, or such number shall not be more than twelve (12), according to the Non-profit Corporation Act, 1995.

These individuals shall hold the positions of:

- a) President
- b) Vice-President
- c) Secretary
- d) Treasure

A Director may hold more than one position.

A Director shall be 18 years of age or older, shall not be an undercharged bankrupt.



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A Director shall serve for a term of three years or until his or her successor is elected or appointed.

After an initial Board of Directors has been appointed, the positions of President and Treasurer shall be elected in odd numbered years while the positions of Vice-President and Secretary shall be elected in even numbered years.

Article 15: Election of Board of Directors

- a) Elected at the Annual Meeting.
- b) Can be chosen if a person receives a majority of the valid votes cast. If not receives a majority of the valid votes cast, there shall be another vote.
- c) Elected for a period of three (3) years such as President and Treasurer, and two (2) years such as Vice-president and Secretary.
- d) The Board of Directors' member does not received any remuneration.

Article 16: Director Vacancy

A Director has the right to resign her or his position by submitting a signed letter of resignation to the League.

A vacancy on the Board of Directors and their respective position(s) held, caused by death, or resignation which has been accepted by the Board of Directors, shall be filled by a majority vote of the Board of Directors. The successor Director shall hold his or her incumbent's position(s) for the remainder of the term being filled.

Article 17: Removal of Director

No Member of the Board of Directors shall be removed for arbitrary reasons but may be removed if:

1. The Director is unable to perform the duties expected of the position due to, but not limited to, any of the following reasons:
 - a) If she/he becomes incapable of performing the business of the League.
 - b) If she/he is absent from two or more meetings of the Board without satisfactory reason.
 - c) If she/he no longer resides in reasonable proximity to the League.
 - d) If she/he becomes, or is discovered to be, an undischarged bankrupt; or
2. The Director has compromised the integrity of the League due to, but not limited to, any of the following reasons:



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- a) If she/he has been found guilty of an offence under the Harassment Policy of The S.S.A.
- b) If she/he has been found guilty of an offence involving violence under the Discipline Policy of The S.S.A.
- c) If she/he has failed to properly account for monies or other property belonging to the League.
- d) If she/he has been found guilty of a criminal offence regardless of whether or not the offence directly affected the League.
- e) If she/he has been found guilty of failing to act in accordance with the Conflict of Interest Policy of The S.S.A.

A Member of the Board of Directors holding his or her respective position(s), as Director or other position(s), may be removed from office by the Board of Directors for good and sufficient cause by a 2/3's vote of the Board of Directors present, provided notice to remove the Director has been given to all Directors of the League. If a Director is removed by the Board of Directors, the Board of Directors may appoint a successor to the position(s) for the remainder of the term(s) being filled.

A Member of the Board of Directors may also be removed from office for good and sufficient cause at a meeting of the Members of the League provided notice to remove the Director has been given to persons entitled to attend the Members' meeting. If a Director is removed at a Members' meeting, the Members entitled to vote may elect a successor to fill all position(s) held by the removed Director for the remainder of the term(s) being filled.

Article 18: Conflict of Interest and Standards of Conduct

The Directors shall be subject to the *Conflict of Interest Policy* in the S.S.A.'s published rules.

Article 19: Duties of Board of Directors

The Board of Directors shall conduct the business of the League during the periods between general meetings of the League and in accordance with the authority granted to it in the published rules and regulations of the League.

The Board of Directors shall be responsible for the appointment and renewal of appointments of all positions within the League except for those positions elected by the Membership of the League. This shall include the appointment of volunteer and paid positions for coach and administrator positions within the League's operations. The selection process and the appointments shall be based on procedures outlined in the League's published rules and regulations.



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The Board of Directors may also revoke, for cause, any appointment providing that it has followed the procedures for the revoking an appointment as outlined in the League's published rules and regulations.

Article 20. Duties of Board of Directors

a) The President

Except:

1. As provided for in the Dispute Resolution Policy of the S.S.A., and
2. Where the President delegates the responsibility to another person.

The President:

1. Shall preside at all general meetings of the League and of the Board of Directors.
2. The President shall be ex officio a member of all committees, except any nominations committee; shall appoint all chairs of standing and special committees subject to ratification by the Board; coordinate all duties of the Board, committees, staff; and shall be the spokesperson for the League.
3. The President will represent the S.F.L. to private organizations and the Government.
4. Sign the minutes together with the Secretary of S.F.L.
5. Authorized by signing with the Treasurer agreed payments.
6. Take the initiatives of all the efforts undertaken by S.F.L. in the Province of Saskatchewan.
7. Deliver a management report. The president has the right to speak and vote at meeting to conduct the Board of Directors.

b) The Vice-President:

1. Shall be the senior officer of the S.F.L. next to the President.
2. Shall preside at all meeting in the President's absence.
3. The Vice-President has the right to speak and vote at meeting of the Board of Directors.
4. Work closely with the President in the performance of their duties and obligations.

c) The Treasurer

1. The Treasurer of Director of Finance.
2. Through the S.F.L. Staff, shall manage S.F.L.'s economic resources and shall give the receipt for the same.
3. Shall deposit all resources received in a chartered bank in the name of the S.F.L.
4. Shall be available at all Planning Meeting, Annual and Special General Meeting.



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5. Treasurer in conjunction with the Board of Director, prepare the Budget, an Annual Report and Financial Statement for the Annual Meeting of the S.F.L.
6. Shall be responsible for the maintenance and custody of the books of account of the League.
7. Collect fees that are set to members of the League.
8. Deposits fun and Care for S.F.L.

d) **The Secretary**

1. The Secretary shall maintain a record of all minutes of the organization.
2. Maintain copies of all committee reports.
3. Notify officers and committee Members of their election or appointment.
4. Furnish committees with those documents required to perform their duties.
5. Sign all certified copies of acts of the organization, unless otherwise specified in the League's published rules.
6. Maintain record books in which bylaws, published rules and minutes are entered and have the current record books available at each meeting.
7. Send to the Membership a notice of each general meeting.
8. Elaborates the minutes of the meeting that the Board of Directors, of the Annual Meeting, and Special General Meeting, and together with President the signature after be approved.
9. Send to the Board of Directors notices of each meeting.
10. Conduct the general correspondence of the organization that is not the proper function of another office or committee.
11. Prepare, prior to each meeting in consultation with the presiding officer, an order of business.
12. Shall read the correspondence and the will process as soon possible.
13. In the absence of the president and vice-president, preside until the immediate election or appointment of a new presiding officer.
14. Has right to voice and vote at meeting of the Board of Director.

e) **Other Director Positions**

The duties of other Director Positions shall be determined by the Board of Directors.

Article 21: Nominations and Elections

Nominations for positions on the Board of Directors may be made by any Member at the Annual General Meeting or at a Special General Meeting called for that purpose.

Nominations and elections for positions open shall be held in the order of the positions listed in the Constitution.



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Election shall be by secret ballot, but in the event only one candidate is nominated, no vote is required and the nominated candidate shall be declared elected by acclamation.

A majority of the votes cast shall be required to elect Directors. In the event no candidate receives a majority, the candidate with the least votes shall be dropped from the ballot and another vote shall be held.

Article 22: Meeting of the Membership

a. General Meetings:

An official notice of each meeting shall be given to all Members at least 14 days before the meeting is to be held, at such place, and at such date as the Board of Directors may determine. Such notification shall be by regular mail, email, fax, website notice, posting at League office, any other method determined by the Members or the Board of Directors

Twenty five voting Members or 25% of the voting Membership, whichever is less, shall form a quorum at all general meetings of the League. Any question shall be decided by a majority of the votes unless otherwise required by this By-Law or other law.

b. Annual General Meeting:

The League shall hold its Annual General Meeting not later than 90 days after the end of the Futsal season.

The agenda of the Annual General meeting shall include:

1. Roll Call.
2. Credentials Report.
3. Minutes of Previous Annual General Meeting.
4. President's Address.
5. Officers' Reports.
6. Treasurer's Report.
7. Other Reports.
8. Unfinished Business.
9. Amendments to the By-Laws.
10. Election of Officers and Directors.
11. Any Other Business.
12. Adjournment.

c. Special General Meeting:

A Special General Meeting of the League:



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- a) May be called by the Board of Directors.
- b) Shall be called by the Board of Directors upon receipt of a written request submitted to the League by registered mail, certified mail, trace mail, courier service, hand delivery, fax or e-mail, signed by not less than 25 Members or 25% of the voting Membership, whichever is less, setting out the items of business to be conducted at the Special General Meeting. The Special General Meeting shall be held within 30 days of receipt of the written request from the Members.
- c) Only the business set out in the notice of the Special General Meeting shall be considered.

Article 23: Voting at General Meeting:

At an Annual General Meeting or at a Special General Meeting, each Member club/Futsal Academy is entitled to one vote regardless of the number of teams it has playing in the league.

At a League General Meeting, each Member club/Futsal Club is entitled to one vote regardless of the number of teams it has playing in the league.

Article 24: Proxy Voting at General Meeting:

Every member entitled to vote at a meeting of Members may by means of a proxy appoint another Member or a person as the member's nominee to attend and act at the meeting in the manner, to the extent and with the power conferred by the proxy.

A Member and/or its delegates, may only hold in total one (1) proxy. A non-Member may only hold one (1) proxy.

The format for the proxy, and the issue, or issues, for which the proxy may be cast are as defined in the Rules and Regulations.

Article 25: Board of Directors Meeting:

The Board of Directors shall meet at least 4 times per year, upon 14 days' notice given by the President and Secretary, at such place and time as the Board of Directors may determine.

A majority of the Members of the Board of Directors shall form a quorum at all meetings of the Board. Questions arising at any meeting shall be decided by a majority of votes where each director is entitled to cast one vote.



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Article 26: Committees

The Board of Directors at any meeting of the Board, may establish a standing committee or special committee to carry out specific business or programs of the League.

The League will have deemed necessary to achieve the Goals and Objectives for the massification of Futsal in the city of Saskatoon. The League has a period of two (2) years for all Committees are functioning from date of issue of these By-Laws such as:

1. Committee of Appeal and Discipline.
2. Committee of constitution and By-Laws.
3. Referees Committee.
4. Technical Committee.
5. Sport Committee.
6. Communication Committee.
7. Marketing Committee.

Article 27: Procedures Governing Meeting

All meetings of the League shall be conducted in accordance with the most recently published Robert's Rules of Order Newly Revised except as may be otherwise stipulated in this By-Law or other Rules and Regulations of the League.

Article 28: By-Laws and Amendments

- a) By-Law amendments may be proposed by the Board of Directors, or submitted by Member to the League in writing at least 21 days prior to a General Meeting of the League; and must be approved by a majority vote of the Board of Directors, and by a 2/3's vote of the Membership voting in person or by proxy at a meeting of the League duly called for that purpose.
- b) All Members entitled to vote shall be notified with the League's notice of the said Members' meeting about By-Law amendments. Such notification shall be by regular mail, email, fax, website notice, any other method determined by the Members or the Board of Directors.

Article 29: Rules and Regulations

The League shall have Rules and Regulations, which shall include, but is not limited to, the following:

- a) Discipline of a Member: summary of charges regarding misconduct.



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- b) Discipline of a Member: procedures for discipline hearing.
- c) Duties of Board of Directors: authority granted to Board regarding the business being conducted.
- d) Duties of Board of Directors: selection process and appointment process for the appointment and renewal of appointments to the League's paid and volunteer positions.
- e) Duties of Board of Directors: process for revoking appointments.
- f) Voting at General Meeting: format for the proxy, and the issue, or issues, for which the proxy may be cast.

The Board of Directors may approve and publish Rules and Regulations, which are not inconsistent with this By-Law and are not inconsistent with the Rules and Regulations of a higher level governing organization.

Amendments to the Rules and Regulations may be made by a majority vote of the Members at an annual General Meeting.

Article 30: Indemnity

Members of the Board of Directors or other servants to the League, their heirs, executors, administrators and estate and effects respectively shall be indemnified and saved harmless at all times by the League against all costs, losses and expenses incurred by them respectively in or about the discharge of their respective duties, except such as happens from their own respective willful neglect or default.

Article 31: Finance

The financial statements of the League shall be:

- a) Presented annually subject to the minimum requirements as defined in “d) i, ii, iii”;
- b) Based on a defined fiscal year end as defined in “e”;
- c) Presented to the members at the Annual General Meeting;
- d) The fiscal year of the League shall end on September 30th of each year, unless otherwise ordered by the Board of Directors.

Article 32: Dispute Resolution

The League shall adhere to the Dispute Resolution process as published and approved by the S.S.A. from time to time.

Any Member of the League may initiate the Dispute Resolution process by communicating in writing to The S.S.A., with a copy to the League and District Association, the nature and facts of the dispute. The S.S.A., at its discretion, may proceed with the Dispute Resolution process by assigning one or more neutral persons to the dispute.



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The Dispute Resolution process shall not be used for game discipline, which follows the normal discipline and appeals process.

The League shall make available to any Member the Dispute Resolution process when requested.

Article 33: Harassment

The League shall adhere to the Harassment Policy as published and approved by The S.S.A. from time to time.

The Harassment Policy shall apply to all employees, directors, officers, volunteers, coaches, game officials, administrators, players, Members and registrants of the League.

Harassment is defined as any comment, conduct, or gesture directed toward an individual or group of individuals which is insulting, intimidating, humiliating, malicious, degrading or offensive. It includes, but is not limited to, sexual harassment.

The League shall make available to any Member the Harassment Policy when requested.

Article 34: Appeals

- a) Any Member club or registrant of the League directly affected by a decision of the League may appeal such decision. The denial or termination of Membership in the League may be appealed by a non-Member.
- b) A decision of the League may be appealed to the SSA with which the League is affiliated. The appeal shall be conducted in accordance with The S.S.A.'s and District Association's published rules.
- c) An individual shall not appeal a decision made by the Board of Directors regarding the appointment, non-appointment, re-appointment or revocation of an appointment of an individual to any coach or administrator position within the League's operations, except where the selection, appointment and revocation process outlined in the League's published rules has not been followed.
- d) An individual shall not appeal a decision made by the League regarding a player's team assignment.

Article 35: Dissolution

In the event of dissolution of the League, and after payment of all debts and liabilities, its remaining property shall be distributed or disposed of by the Board of Directors to one or



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more not-for-profit soccer or futsal related organizations, or any not-for-profit athletic community organizations, which operate solely in Saskatchewan.

Article 36: Definitions/terminology

Terminology used in this By-Law shall have the same meaning as used by The S.S.A. in its letters patent, By-Laws and published rules.

The Special General Meeting of the Saskatoon Futsal League Inc. approved these By-Laws on the 13th day of the month of April 2013 and amendments to the By-Laws on the 15th 2015.