

SHOOTING STAR BASKETBALL ASSOCIATION CONSTITUTION & By Laws (APPROVED/AMENDED 2011)

Article 1 - Name

- 1.1 The name of the organization is "SHOOTING STAR BASKETBALL ASSOCIATION", hereafter referred to as "The Association", a member in good standing of Basketball Nova Scotia.
- 1.2 The Association' representative colours are "Blue and Orange" and the authorized nickname is the "STARS".
- 1.3 For the purposes of transacting business, the Association may also be known as the Shooting Star.
- 1.4 Official "Logos" or "Images" for the Association will be approved and communicated by the Association's Executive/Board.

Article 2 - Objective

- 2.1 To operate as a volunteer, non-profit organization.
- 2.2 To foster, promote and coordinate amateur basketball.
- 2.3 To encourage fundamental skill development, fun and sportsmanship.
- 2.4 To give young people the opportunity to learn life skills through sport in a peer setting, which can assist them throughout their lives.
- 2.5 To encourage team success.
- 2.6 To make playing basketball an enjoyable experience for all individual players, as well as coaches, executive/board, officials and parents.
- 2.7 To foster two way communication within its members.

Article 3 – Membership

3.1.1 The membership shall consist of:

- A. All players, registered to play basketball for the Association in accordance with Basketball Nova Scotia by-laws or specific Association restrictions, and their parents or guardians.
- B. All persons registered as coaches of the Association.
- C. All persons serving on the Association's Executive/Board.

3.1.2 All Players, Coaches, Executive/Board must be governed by the Constitution.

3.2 Members shall receive all rights of participation in association activities as prescribed by the Association until such time as they no longer meet the membership qualifications, fail to provide the appropriate fees, or are deemed to be dismissed due to discipline or other inappropriate activities as prescribed by the Executive/board.

3.3 The record of all active members will be maintained by the registrar.

3.4.1 The Executive/Board reserves the right to restrict membership, if deemed necessary, due to the number of players registered.

3.4.2 Those Players admitted as members will pay membership fees as approved by the Executive/Board. The Executive/Board reserves the right to review “hardship” cases.

3.4.3 Requests for late registration must be referred to the Basketball Coordinator/Registrar and may be subject to rejection or late charge fees as prescribed by the Association.

Article 4 – Executive/Board & Other Positions

4.1 The Executive of the Association shall consist of the following elected members:

Chair

- i. Is responsible for the overall operations of the Association, by ensuring the by-laws are adhered to and that activities are coordinated and offered in line with the Association's objectives.
- ii. S/he shall preside at all Association meetings and may represent the Association at official meetings and act as official spokesperson.
- iii. In cases of urgency the Chair must use his/her best efforts to obtain input and concurrence from at least one other executive member in making urgent decisions on behalf of the Association.

The Chair shall be one of the signatories for the Association.

Vice-Chair

- i. Shall act on behalf of the Chair at various times when the Chair is unavailable.
- ii. May oversee specific areas within the Association as directed by the Chair.

The Vice-Chair may be one of the signatories for the Association.

Treasurer

- i. Shall maintain the financial records of the Association.
- ii. Shall submit financial statements in an agreed upon format at Executive/Board meetings.
- iii. Shall provide an annual report of the Association's financial position.
- iv. Responsible for all banking related activities.

The Treasurer shall be one of the signatories for the Association.

Secretary

- i. Shall keep an accurate record of the proceedings at all meetings.
- ii. Shall notify the members of appropriate meetings.
- iii. Shall keep an up to date list of the Executive/Board.

The Secretary shall be one of the signatories for the Association.

Basketball Coordinator

- i. Responsible for the identification and appointment of Coaches.
- ii. Responsible for the assignment and management of all dedicated Association gym times/space.
- iii. Will make decisions regarding the allocation of at least one weekly gym slot for each Association team and will be responsible for the management of any additional openings.
- iv. Responsible for the general technical support/development of the overall Association.
- v. Will attend and represent the Association at official basketball meetings such as league meetings.

The Basketball Coordinator shall be one of the signatories for the Association.

4.2 The Board of the Association shall consist of the Executive plus following elected members:

Registrar

- i. Shall plan and organize the annual registration.
- ii. Shall keep an accurate account of persons registered in the Association.
- iii. Shall provide such a list of players and coaches to the Coaches/Board and Basketball Nova Scotia as required.
- iv. Shall be the primary Association contact on details of the members of the Association.

Shall be responsible for any Association wide registrations with such organizations.

Website Manager

- i. Will oversee the website which will include development and updating.

Tournament Coordinator

- i. The Tournament Coordinator is responsible to oversee a committee which is primarily responsible for the hosting of provincial tournaments.

Coaches Coordinator

- i. The Coaches Development Manager is responsible for the recruiting for coaches, facilitating the application process of coaches, providing coaching information and guidance (pre-season meeting) and offering coaching development opportunities (coaching clinics).

4.3 Other Non Board Positions

Other board positions will be defined as need, such as:

Equipment Manager

- i. Will oversee the inventory control and purchasing/repair of equipment for the Association.

Uniform Manager

- i. Will oversee the inventory control and purchasing/repair of uniforms for the Association.

Summer Coordinator

- i. Will oversee the summer activities including recruiting of employees for summer positions, and organizing camps and teams.
- ii. Is accountable to the board.

4.4 All executive/board positions are for a term of one year; however it is anticipated that persons will accept such positions with an expectation of offering for two. The positions of Chair, Vice-Chair, Treasurer and Coaches Coordinator shall be rotate on odd years. The positions of Secretary, Basketball Coordinator, Registrar, and Tournament Coordinator shall be rotated on even years.

4.5 All executive/board positions may not serve for more than three two-year terms

Article 5 - Powers of the Executive/Board

5.1 The Board is the primary decision-maker for the Association and can prescribe such policies and procedures to provide guidance in the administrative operations of the Association.

5.2 The Executive is responsible for researching and recommending policies and procedures to the board for discussion and ratification.

Article 6 - Powers of the Basketball Coordinator

6.1 The Basketball Coordinator is the primary decision-maker for the technical (basketball) operations of the Association. In case of urgency the Basketball Coordinator must use his/her best efforts to obtain input and concurrence with at least one other executive member before making urgent decisions on behalf of the association.

Article 7 – Meetings

7.1 Executive/Board meetings shall be called by the Chair with reasonable advance notice, stating the time, place and expected agenda. The number of meetings shall be determined by The Executive/Board, however there should at least be three meetings, at the beginning, at the mid-point and following the end of the season.

7.2 The Annual General Meeting of the Association shall be held by the end of May. The yearend will be April30th.

7.3 Board decisions will be based on majority vote. In the cases of a tie, the Chair shall have the authority to break the tie.

7.4 A majority, half plus one, of the Board shall constitute a quorum, and all attending Board are provided one vote, with no absentee voting allowed.

Article 8 - Managers and Coaches

8.1 Coaches of teams shall be assigned and approved by the Basketball Coordinator.

8.2 All Coaches, board members, and assistants must complete the proper paper work: criminal record check, child abuse registry, or coaching Offence Declaration. The bench can only be occupied by the players and coaches.

8.3 Coaches (including assistants) shall be responsible for their team's conduct, their own conduct and wherever possible the conduct of team supporters. The Association expects all coaches to act in a responsible and mature manner.

Article 9 - Financial Policy

9.1 The Board shall decide all matters pertaining to the finances of the Association as outlined in the annual budget, including the setting of fees.

9.2 Funds will be disbursed (i.e. cheque signing authority) on the approval of the Board and the Treasurer.

9.3 All funds raised shall be used for the purposes of the Association and the Board shall set fundraising guidelines for all members to follow.

9.4 An annual financial statement shall be produced and publicized for all members.

9.5 Any audit or review of the documents can be brought forth by motion, however allowing for a reasonable time to produce such records, unless directed by law.

9.6 The Associations fiscal year is May 1 to April 30.

Article 10 – Rules

10.1 The Eligibility, Tournament and Playing Rules of Basketball Nova Scotia or in the case of teams playing in dedicated Leagues or Tournaments, the rules that apply to these activities, as issued each year through the Office of the Executive Director, shall govern the playing of all games in all divisions.

10.2 The Association reserves the right to modify or alter certain rules for local house league operations through local policies approved and adopted by the Association as long as they do not materially alter the game or be in material violation of BBNS standards.

Article 11- Registration of Association

11.1 The Association shall register each year, in accordance with the Basketball Nova Scotia by-laws.

11.2 The Association shall register each year, as a non-profit organization with the province.

Article 12- Affiliation

12.1 For the purposes of discipline, eligibility, rules, dispute resolution or any issue not specifically covered by this Constitution, the Association may utilize protocols established by Basketball Nova Scotia.

Article 13 – Amendments

13.1 This Constitution or any section thereof may be amended or repealed by a majority vote of those in attendance at the Association's Annual General Meeting, provided, that notice of such proposed change or changes shall be read at a scheduled meeting of the Executive. Notification that changes to the constitution will be considered shall, where feasible be communicated to all Association members.

Article 14- Dissolution

14.1 If for any reason, the Association ceases to operate for more than 2 consecutive years, any assets shall be dispersed by the last sitting Chair of the Association to a registered charity with some relation to child wellness or to Basketball Nova Scotia.