

Jasper Minor Sports Association

Bylaws

Updated – August 2022

Membership

1. Membership fee, in the association shall be determined, by the Board at a general meeting. Any person residing in Jasper, Alberta, and the legal age of 18 years, may become a member.
2. The annual membership fee shall be an amount determined by resolution of the Board.
3. Any member wishing to withdraw from membership may do so upon a notice in writing to the Board through its Secretary.

President

4. The President shall be ex-officio a member of all committees. They shall, when present, preside at all meetings of the society and of the Board. In their absence, the Vice-President shall preside at any such meetings. In the absence of both, a chairperson may be elected at the meeting to preside.

Board of Directors

5. Board of Directors, Executive Committee or Board, shall mean the Board of Directors of the association.
6. The Board shall, have full control and management of the affairs of the association. Meetings of the Board shall be held as often as may be required, but at least three per year and shall be called by the Secretary. A special meeting may be called by any member of the Board, provided they make the request in writing to the Secretary and state the business be brought before the meeting.
7. A person becomes a director if they were present at the meeting when being appointed, elected, or nominated, and did not refuse the appointment. They may also become a director if they were not present at the meeting but consented in writing to act as a director before the appointment or election.
8. Any director or officer, upon a majority of the vote of all members in good standing, may be removed from the office for any cause which the society may deem reasonable.
9. The Board will have the power to discipline summarily, any player, coach, trainer, or manager of any team under the auspices of a member of the Association for violation of the code of conduct. Such as for abusive language to any official or other party, or for any other infraction, and in the sole discretion of the Board, deemed to be detrimental. Such discipline will be effective until dealt with by the Board of Directors within a reasonable period of time.

Secretary

10. It shall be the duty of the secretary to attend all meetings of the society and of the Board, and to keep accurate minutes of the same. In the case of the absence of the Secretary, their duties shall be appointed by the Board. The Secretary shall have charge of all correspondence of the society and be under the direction of the Board.
11. The Secretary shall also keep a record of all the members of the society and their addresses, send all notices of the various meetings as required, and collect and receive annual dues or assessment levied by the association. Such monies shall be promptly turned over to the treasurer for deposit in a Bank, Trust Company, Credit Union or Treasury Branch as required.

Treasurer

12. The Treasurer shall be responsible for all monies paid to the association and be responsible for the deposit of same in whatever Bank, Trust Company, Credit Union or Treasury Branch the Board may order. They shall properly account for the funds of the society and keep such books as may be directed. They shall present a full detailed account of receipts and disbursements to the Board whenever requested and shall prepare for submission to the Annual General Meeting a statement duly audited of the financial position of the society and submit a copy of the same to the Secretary for the records of the association. The Office of the Secretary and Treasurer may be filled by one person if any annual meeting for the elections of officers shall so decide.

Auditing

13. The books, accounts, records of the Secretary and Treasurer shall be audited at the end of the fiscal year by the treasurer and one other member of the Board. A 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. The fiscal year of the society in each year shall be September 30.
14. The books and records of the association may be inspected by any member of the association at the Annual General Meeting or at any time upon giving reasonable notice and arranging a time satisfactory to the members of the Board. Each member of the Board shall at all times have access to such books and records.

Meetings

15. The society shall hold an annual meeting on or before September 15 in each year. The Annual General Meeting will be advertised to its members prior to the meeting.
16. At this meeting there shall be elected:
 - President
 - Vice President
 - Secretary
 - Treasurer
 - Director of Hockey
 - Hockey Registrar
 - Director of Soccer
 - Director of Baseball
 - And four directors who will serve as Members at Large
17. The officers and directors so elected shall form a Board and shall service until their successors are elected and installed. Any vacancy occurring during the years shall be filled at the next Annual General Meeting, provided it is so stated in the notice calling such a meeting. Any member in good standing shall be eligible to any office in the society.
18. Members at Large shall serve a term of one year. All other positions shall serve a term of two years.
19. General meeting of the association may be called at any time by a member of the Board. Written notice must be given to all members of the Board prior to such meeting.
20. Five (5) members in good standing shall constitute a quorum at any meeting.
21. The Board of Directors may, by a two-thirds vote, forthwith remove from office any member of the Board for neglect of duty, or for conduct tending to impair such member's usefulness such as not meeting the responsibilities of the position.
22. The Board of Directors will appoint all delegates to attend all meetings of regional and provincial sport governing bodies or leagues that JMS may be affiliated with.

Voting

23. Any member who has not withdrawn from membership nor has been suspended nor expelled shall have the right to vote at any meeting of the society. Such votes may be made in person or by proxy.
24. Voting on any issues arising at Meetings shall be decided by a simple vote. Each eligible board member is entitled to only one vote per issues, regardless of the number of positions they may occupy on the Board of Directors or other committees. The Chair of any meeting is not entitled to vote on any issues, unless it is to break a tie.

Renumeration

25. Unless authorized at any meeting, no officer or member of the association including coaches and managers shall receive any remuneration for his/her services.

Borrowing Powers and Banking

26. For the purpose of carrying out its object, the society may borrow or raise or secure the payment of money in such a manner as it thinks fit, and in particular by the issue of debentures, but this power shall be exercised only under the authority of the society, and in no case shall debentures be issued without the sanction of a special resolution of the society.
27. The Signing Officers of the Association for the purpose of drawing cheques on the account or accounts of the Association shall be any two: President, Secretary or Treasurer.

Bylaws

28. The Bylaws may be rescinded, altered or added to be a "Special Resolution".

Dissolution of Association/Society

29. If the Association/Society is to be dissolved, any leftover funds, after all outstanding bills are paid, are to be donated to a community charitable cause as per discussion and decision by the Association's Board of Directors.