

CONSTITUTION OF THE
FOOTHILLS FIGURE SKATING CLUB
#769

Article 1.

The Name of the Club shall be the Foothills Figure Skating Club hereinafter called the Club.

Article 2.

Skate Canada

- a) The Club shall be a member of Skate Canada
- b) The Club shall pay such fees and such other charges as shall be required of clubs by Skate Canada.
- c) The Club is located in the Alberta/NWT Nunuvut Section of Skate Canada

Article 3.

PURPOSE

- a) The purpose of the Club shall be to encourage the instruction, practice, enjoyment and advancement of its members in all aspects of skating in accordance with the Rules and policies of Skate Canada.
- b) The Club, with regard to any aspect of its operation is to be managed and operated by eligible persons who are duly registered as Associate Members of Skate Canada.
- c) The Club shall protect the eligibility status of its members. The Club shall not take or omit any action that would knowingly jeopardize the eligible status of its members.

Article 4.

BY – LAWS

- a) The By – Laws, appended to this Constitution, shall describe the organization and functions of the Club, and the means by which members of the Club may elect the Club Executive and control the property and activities of the Club.
- b) The Rules and Regulations of Skate Canada and those of the Section in which the Club operates shall take precedence over any Club By – Laws.
- c) Any By – Law contrary to the Rules of Skate Canada and those of the Section shall be invalid.

2018
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BY – LAWS OF THE
FOOTHILLS FIGURE SKATING CLUB

MEMBERSHIP

1. Membership in the Club shall be open to all, irrespective of sex, age, creed or colour.
2. All members shall uphold, observe and conform to the Rules of Skate Canada, the By – Laws of the Club and such regulations as set forth from time to time by the Executive of the Club.
3. Members of the Club shall be registered with Skate Canada and pay such registration fees to the Association as set forth in the Skate Canada Rule Book.
4. To be considered in good standing, all members of the Club must pay, within the time limits shown in By – Law 5, such club fees as are stipulated by the Club Executive.
5. Members in arrears will not be permitted to take part in any club activity. If any arrears are not paid within 30 days of the date set for payment, such members shall be considered as having terminated their membership.
6. Fees, skating rules and skating hours shall be as the Executive decides from time to time. Club membership shall commence on the first day of Skate Canada skating year, 1 September, or the date that fees are paid (whichever is the latter) and terminate on the last day of Skate Canada year, 31 August.
7. The Executive may, by written notice, terminate membership of a member for acting contrary to the Rules and Regulations of Skate Canada or the Club. The Executive shall give to the individual a written explanation for the termination of membership on request. The individual, if he/she so desires, shall have the right of appeal to the Executive and to a General Meeting of members.
8. The Classes of membership, eligibility and privileges shall be as follows:
 - a) Individual Membership:

Non – skating members who have paid the fees set by the Club and are Associate Members of Skate Canada. Individual members of legal age shall be entitled to one vote.
 - b) Active Membership:

All eligible skaters who have paid the fees as set forth by the Club and are Associate Members of Skate Canada. All Active Members of the legal age of 18 have one vote each.

Underage Active Members have no vote but are represented by Special Members as in (C).
 - c) Special Membership:

Parent or guardian of legally underage Active Members who have paid the fees as set by the Club and are Associate Members of Skate Canada.
 - d) Partial Membership:

Eligible skater who is an Associate Member of Skate Canada and has paid a reduced fee as set by the Club.

Ice time for practice only, no lessons, no vote, may not hold an office.

- e) Power Skating Membership:
Any eligible skater who has paid the fees set by the Club for participation solely in a Skate Canada licensed CANPOWERSKATE program. Power Skating Members have no vote and may not hold office.
 - f) Honorary Membership:
The Annual Meeting of members may elect any person an Honorary Member of the club. An Honorary Member shall be exempt from dues and shall not have interests in the assets of the Club. Honorary members shall be entitled to one vote.
9. The Club shall not be responsible for any damages, injury or loss of property to any member, guest or visitor to the Club regardless of the reason or nature of such damage, loss or injury; and further, every member, guest or visitor shall use the Club facilities at his or her own risk. The Club shall participate in the Skate Canada Club Liability Insurance program.
 10. The general management of the Club shall be vested in an Executive consisting of: Past President, President, Vice President, Secretary, Treasurer, ____ members at large and a Coaching Representative. All of the above, with the exception of the Past President and the Coaching Representative, shall be elected every ____ year(s) at an Annual General Meeting.
 11. The Executive shall hold office until the close of the meeting at which their successors have been duly elected.
 12. Casual vacancies occurring in the Executive may be filled by members appointed through a majority vote of the Executive, or in the case of the coaching representative, by the coaching staff.
 13. The President shall act as chairman of all executive and general meetings. In his absence, his duty will be filled by the Vice – President.
 14. The Treasurer shall be responsible for the safe control of all Club funds, for preparing and submitting to the Executive an annual budget and keeping such records as are required for audit. All cheques and legal documents shall be signed by any two of the President, the Treasurer and one other Executive.
 15. The Secretary shall deal with all correspondence subject to the approval of the President or his delegate, shall issue all notices for executive or general meetings, shall take minutes at all meetings, and shall be responsible for submitting to Skate Canada and Section, such reports as are required by Skate Canada Rules or other regulations.
 16. The President shall be an ex – officio member of all committees.
 17. A quorum of the Executive shall consist of 5 members of the Executive, including the chairman
 18. The president shall appoint standing committee chairmen who shall look after duties assigned to them. All Committee Chairmen must submit the names of their committee members to the President for approval.
 19. The Delegate to Skate Canada or alternate shall be appointed annually by the Executive. The Delegate need not be a member of the Executive. The Skate Canada National Office shall be advised of the appointed delegate's name.

20. The members of the Executive, members and chairmen of committees, and the Delegate to Skate Canada must be members in good standing of the Club, be registered as Associate Members of Skate Canada, be of legal age, and be eligible persons with the exception of the Coaching Representative as defined by Skate Canada Rules.
21. A majority of the Executive shall be Canadian citizens within the meaning of the Canadian Citizenship Act.

ANNUAL MEETING

22. An Annual Meeting shall be held within 30 days of the close of the skating season. Other general meetings may be held from time to time upon the request of the Executive or upon written request of 7 members of the Club. A quorum for an Annual General Meeting or Special Meeting shall be 15 per cent of the eligible voting members.
23. Notice of all Annual General Meeting and Special Meetings shall be given 10 days in advance to each eligible voting member. The notice shall include the time and place of the meeting, the agenda, full details of any proposed amendments to these By – Laws, and a complete list of the Candidates nominated for elections.
24. Voting for Club elections or on any matters pertaining to skating shall be restricted to eligible Club members who are registered as Associate Members of Skate Canada and of legal age and to Special Members of the Club voting on behalf of their children, who are members of the Club and registered as an Associate Member of Skate Canada. Special Members shall be restricted to one vote per child registered through the Club.
25. Voting on Club elections shall be by secret ballot and a simple majority shall elect a candidate. Voting on other matters may be by a show of hands.

FUNDS

26. All funds shall be deposited by the Treasurer in such banks or other institutions as may be designated by the Executive.
27. All disbursements of club funds shall be by cheque or other auditable document.
28. An audit of the financial transactions of the Club shall be made each year by an Auditor designated by the Executive and the Audited Statement shall be made available to the membership of the Club.

AMENDMENTS

29. Any member of the Club, in good standing, may propose an amendment to the Constitution or By-Laws of the Club. This proposal must be submitted in writing to the Executive of the Club. The proposed amendment will be presented to the Annual General Meeting or Special Meetings falling 21 days or more after the date of submission. No amendment to the Constitution or By Laws of the Club shall be accepted from the floor at any meeting.
30. By – Laws may be enacted or amended by a majority vote of the Executive whenever required. Such By – Laws or amendments must be presented at the

- next general meeting for ratification; if they fail to be ratified, they will cease to be effective and may not be re – enacted by the Executive for one calendar year.
31. Any amendment, to be accepted or ratified, must pass by a vote of 2/3 of those present and eligible to vote at an annual or general meeting of the Club. All amendments become effective immediately if they are passed unless the motion of amendment specifies otherwise. All such amendments shall be submitted to the National Office of Skate Canada. Amendments do not come into affect until they are registered at Corporate Registry, dated and verified by a person authorized by the Society. Skate Canada reserves the right of refusal of any amendment. Such refusal shall only be made if the intent of such amendment is to violate in principle, of spirit, any Skate Canada rule.

ORDER OF BUSINESS

32. The order of business at the Annual General Meeting or Special Meetings of the Club shall be as follows:

- Minutes of the preceding general / special meeting
- Confirmation of the actions taken by the Executive
- Secretary's Report
- Treasurer's Report
- Other Reports
- Election of Executive Officers and Members
- Amendments to the Constitution and By – Laws
- Appointment of Auditors

Adopted by _____
(Club Name)

on _____ of _____ 20 _____
(day) (month) (year)

Signed: _____
President Date

Signed: _____
Secretary Date