

## BURNABY WATER POLO CLUB

### BYLAWS

  
CAROL PREST

Here set forth, in numbered clauses, are the bylaws providing for the matters referred to in section 6(1) of the Society Act and any other bylaws.

#### 1. DEFINITIONS

PLAYER: Means any person who competes in Water Polo.

WINTER SEASON: Means the period commencing September 1<sup>st</sup> of one year and ending April 30<sup>th</sup> of the following year.

MEMBER: Mean registered PLAYER.

VOTING MEMBER: Means parent(s) or guardian(s) of registered PLAYER or registered PLAYER 19 years of age or older.

Words imparting the singular shall include the plural and vice versa.

Words imparting the feminine gender shall include the masculine gender.

Words imparting persons shall include bodies corporate.

#### 2. The BURNABY WATER POLO CLUB is referred to in these policies and bylaws as the "SOCIETY."

#### 3. MEMBERSHIP

- a. A yearly membership fee for the following WINTER SEASON shall be established by the EXECUTIVE prior to September 1<sup>st</sup> of the present season. A yearly membership fee will be paid by each MEMBER at the time of registration.
- b. Subject to the approval of the EXECUTIVE, membership shall be made available to any PLAYER whose need is such that he/she is not able to meet the registration fees.
- c. Membership in the SOCIETY shall not be transferable and shall cease upon:
  - i. Written or oral resignation
  - ii. Membership fee is unpaid and remains unpaid for more than two weeks.
  - iii. Expulsion of a MEMBER for conducting himself/herself in an impolite and/or improper manner at any club activities. Expulsion would be only with the approval of the EXECUTIVE and COACHES.
  - iv. A MEMBER ceases to be in good standing upon failure to pay the membership fee.
  - v. Every MEMBER shall abide by the bylaws from time to time in force as lawfully made by the EXECUTIVE.

#### 4. GENERAL MEETINGS

- a. The ANNUAL GENERAL MEETINGS of the SOCIETY shall be held at least once in every calendar year.
- b. Any business which may be conducted in a GENERAL MEETING may be conducted without prior notice at any ANNUAL GENERAL MEETING.

- c. All GENERAL MEETINGS of the SOCIETY other than an ANNUAL GENERAL MEETING shall be called SPECIAL GENERAL MEETINGS. Each SPECIAL GENERAL MEETING shall be held at such place in the Municipality of Burnaby and at such date and time as the EXECUTIVE may determine, and fourteen days notice of every SPECIAL GENERAL MEETING stating the time and place thereof and the nature of the business to be conducted must be stated.

5. PROCEEDINGS AT MEETINGS

- a. A quorum for GENERAL MEETINGS shall be twenty percent (20%) of the number of registered VOTING MEMBERS but shall not be less than three (3). A quorum for EXECUTIVE MEETINGS shall be fifty percent (50%) of the number of MEMBERS on the board of EXECUTIVES.
- b. No business shall be transacted at any GENERAL or EXECUTIVE MEETING unless the quorum requisite shall be present at the commencement of the business.
- c. If within an hour from the time appointed for a GENERAL or SPECIAL GENERAL MEETING, called otherwise than by the authority of the EXECUTIVE shall be dissolved, but in every other case the meeting shall stand adjourned to the following day at the same time and place, and if at the adjourned meeting a quorum is not present within half an hour from the time appointed for the meeting, the MEMBERS present shall be a quorum.
- d. The PRESIDENT, or in his/her absence a chairman appointed by the members present, shall be the chairman of every EXECUTIVE and/or GENERAL MEETING.
- e. The chairman of any EXECUTIVE and/or GENERAL MEETING may, with the consent of the meeting, adjourn the meeting from time to time and from place to place, but no other business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place. It shall not be necessary to give any notice of adjournment or of the business to be transacted at any adjourned meeting.
- f. Except as otherwise provided in these bylaws, all proceedings at GENERAL MEETINGS, and EXECUTIVE MEETINGS shall be governed by Robert’s Rules of Order.
- g. Voting rights of VOTING MEMBERS:
  - i. A VOTING MEMBER is entitled to one (1) vote.
  - ii. Voting is by show of hands.
  - iii. Voting by proxy is not permitted.
  - iv. A secret ballot can be requested.

6. EXECUTIVE AND OFFICERS

- a. The EXECUTIVE of BURNABY WATER POLO CLUB shall consist of the:

PRESIDENT..... 1 year term  
 TREASURER..... 1 year term  
 REGISTRAR..... 1 year term  
 SECRETARY..... 1 year term

- b. The officers of the SOCIETY for the forthcoming year shall be elected at each ANNUAL GENERAL MEETING.
- c. All officers will be eligible for re-election or re-appointment.

- d. Officers shall continue to hold office until Dec. 31<sup>st</sup> of each year, when the officers for the forthcoming year shall take office. All matters of business for the current year shall be completed prior to the new executive taking office.

## 7. REMOVAL OF EXECUTIVE MEMBER

- a. A motion of non-confidence may be called against an EXECUTIVE member whose conduct is contrary to the interests of the SOCIETY. The EXECUTIVE member in question or another EXECUTIVE member shall be permitted to make explanation in his/her defence. The motion shall require a vote of not less than two-thirds (2/3) majority, and EXECUTIVE quorum voting. Upon this motion being passed it shall necessitate the immediate resignation of the EXECUTIVE member in question.

## 8. DUTIES OF OFFICERS

### a. The PRESIDENT:

- i. Shall call and preside at all meetings of the society.
- ii. Shall hold the position of "meeting Chairman" at all meetings.
- iii. Shall attend or appoint another member to attend all meetings of the B. C. Water Polo Association and the Lower Mainland Water Polo Association.
- iv. Shall attend matters concerning pool times, etc., with Parks and Recreational Board representatives.
- v. Shall carry out such further duties as may be imposed upon him/her from time to time by resolution of the EXECUTIVE.

### b. The TREASURER:

- i. Shall be responsible for proper books of account and banking of the SOCIETY.
- ii. Shall prepare a report for each executive meeting and an annual report to the ANNUAL GENERAL MEETING.
- iii. Shall carry out such further duties as may be imposed upon him/her from time to time by resolution of the EXECUTIVE.

### c. The REGISTRAR:

- i. Shall be responsible for the registration of all members of the SOCIETY.
- ii. Shall present a completed registration list to the B. C. Water Polo Association and the Lower Mainland Water Polo Association by the dates required.
- iii. Shall carry out such further duties as may be imposed upon him/her from time to time by the resolution of the EXECUTIVE.

### d. The SECRETARY:

- i. Shall prepare and keep minutes of all meetings of the SOCIETY.
- ii. Shall send out all proper notices.
- iii. Shall carry out such further duties as may be imposed upon him/her from time to time by resolution of the EXECUTIVE.

## 9. DUTIES OF COACHES:

### a. The HEAD COACH:

- i. Shall create the practice schedule for the players and coaches.
- ii. Shall meet with all coaches and the EXECUTIVE to determine the make-up of team rosters.
- iii. Shall have the right to attend all meetings of the SOCIETY.
- iv. Shall call and preside at all COACHES MEETINGS.

b. The ASSISTANT COACHES:

- i. Shall be responsible for the training of the players in the training groups they assigned to coach.
- ii. Shall attend the games they are assigned.
- iii. Shall attend all coaches meetings called by the HEAD COACH.

10. INDEMNITY AND PROTECTION OF DIRECTORS AND OTHERS

a. Subject to Section 30 of the Societies Act:

- i. Every director or officer of the SOCIETY or other person who has undertaken or is about to undertake any liability on behalf of the SOCIETY and their heirs, executors, and administrators, and estate and effects, respectively, shall from time to time and at all times, be indemnified and saved harmless out of the funds of the SOCIETY from and against:
  - o All damages, costs, charges and expenses whatsoever which such director, officer or other person sustains or incurs in or out of any action, suit or proceeding which is brought, commenced or prosecuted against her for or in respect of any act, deed or matter or thing whatsoever made, done or permitted by him/her or in or about the execution or the duties of his/her office;
  - o All other damages, costs, charges and expenses which he/she sustains or incurs in or about or in relation to the affairs thereof, except such costs, charges or expenses as are occasioned by his/her own willful neglect or default.

11. FOR THE PRETECTION OF DIRECTORS AND OFFICERS

a. Subject to Section 30 of the Societies Act:

- i. No director or officer for the time being of the SOCIETY shall be liable for the acts, receipts, neglects or defaults of any other director or officer or employee or for joining any receipt or act for conformity or for any loss, damage or expense happening to the SOCIETY through the insufficiency or deficiency of title to any property acquired by the SOCIETY or for or on behalf of the SOCIETY or for the insufficiency or deficiency of any security in or upon which any of the money or of belonging to the SOCIETY shall be placed out or invested or for any loss or damage arising from the Bankruptcy, insolvency or tortuous act of any person, firm or corporation with whom or which any money, securities or effects shall be lodged or deposited or for any other loss, damage or misfortune whatever which may happen in the execution of the duties of his/her respective office or trust or in rotation thereto unless the same shall happen by or through his/her own wrongful or willful act or through is/her own wrongful and willful neglect or default.
- ii. The directors for the time being of the SOCIETY shall not be under any duty or responsibility in respect of any contract, act or transaction whether or not made, done or entered into in the name or on behalf of the SOCIETY, except such as shall have been submitted to and authorized or approved by the Board of Directors. If any director or officer of the SOCIETY shall be employed by or shall perform services for the SOCIETY otherwise than as a director or officer of a company which is employed by or performs services for the SOCIETY, the fact of his/her being a director or officer of the SOCIETY shall not disentitle such director or officer or such firm or company, as the case may be, from receiving proper remuneration for such services.

12. FINANCING

a. Financing shall be acquired from:

- i. Membership fee structure as shall be deemed necessary by the EXECUTIVE.
- ii. Organized fund raising projects.

### 13. BORROWING POWERS

- a. In order to carry out the purposes of the SOCIETY the directors may, on behalf of an in the name of the SOCIETY, raise or secure the payment or repayment of money in the manner they decide, and, in particular buy without limiting the foregoing, by the issue of debentures.
- b. No debenture shall be issued without the sanction of a special resolution.
- c. The VOTING MEMBERS may by special resolution restrict the borrowing powers of the directors, but a restriction imposed expires at the next ANNUAL GENERAL MEETING.

### 14. BOOKS AND RECORDS

- a. The EXECUTIVE shall see that the necessary books and records of the organization are regularly and properly kept. The EXECUTIVE shall from time to time determine whether and to what extent and at what time and place and under what conditions or regulations the accounts and books of the organization shall be open to inspection by MEMBERS who are not member of the EXECUTIVE.

### 15. AMENDMENTS TO BYLAWS

- a. These bylaws may be amended from time to time by a seventy-five percent (75%) majority vote of the voting membership at any GENERAL MEETING of the Association, upon at least fourteen (14) days written notice to the EXECUTIVE of the proposed amendments.