



LEAGUE BYLAWS

Approved March 21, 2023 | Spring General Meeting

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ARTICLE 1 – GENERAL

1.1 NAME

The league shall be known as the Curling With Pride League. For the purpose of the bylaws the Curling with Pride League shall be known as the League.

1.2 MISSION

The Curling with Pride League’s mission is to promote a fun, safe and social sporting experience that is open to all members of the Greater Edmonton LGBTQIA2S+ community including friends, family and allies. All members should strive to represent the League values of inclusivity, acceptance and kindness towards others.

1.3 NON-DISCRIMINATION POLICY

The League shall not discriminate on the basis of age, race, colour or creed, gender, gender identity, gender orientation, gender expression, sex, national or cultural origin, religious affiliation, sexual orientation, income, lifestyle, occupation, physical ability or health status.

ARTICLE 2 – MEMBERSHIP

2.1 MEMBERSHIP

Any individual interested in joining the League may become a member, upon payment of the annual membership dues, the completion of a membership application and signing of the waiver (“Membership records”). Spares will be granted full membership if they curl 4 games per season. The membership records shall be held by the Treasurer/Membership Coordinator and shall be kept confidential with access granted only to the League’s Executive. The names and contact information for members and

spares will be made available to the League. Memberships in the League shall be valid for the period from the first night of curling to the following Annual General Meeting.

2.2 MEMBERSHIP DUES

Membership fees are to be set by the Executive. Membership fees shall be reviewed annually and may decrease or increase depending on the cost of effectively managing the League. Membership fees shall be collected by the Treasurer and shall be deposited in the accounts of the League in a timely fashion.

2.3.1 WITHDRAWAL OF MEMBERSHIP – REFUNDS

Individual membership is considered withdrawn upon notifying an Executive member. If a member consistently misses curling for a consecutive period of three weeks without notification, their membership may be revoked without refund. For members withdrawing for other reasons, no refunds are issued after the registration cut-off date.

2.3.2 WITHDRAWAL OF MEMBERSHIP – REPLACEMENT MEMBER

As indicated in **2.3.1**, no refunds are issued after the registration cut-off date. If a player chooses to leave a team on a permanent basis due to injury or otherwise, the players' team is responsible for securing a full-time replacement. The Executive will make reasonable efforts to assist in finding a replacement for the team via the spare list; an external player may be selected (*with Executive approval*). If the team cannot find a player via the spare list or externally, the team may obtain spares for the remainder of the season; however, all spare rules apply.

2.4 MEMBER OFFENCE PROCESS

Member(s) may file a complaint with the Executive if they believe another member(s) has committed an offence that breaches the Bylaws of the Curling with Pride League. The accused member(s) must be notified of the complaint. The Executive shall call two meetings. The Executive shall meet individually with both the complainant and the accused. A majority of the Executive members must attend any hearing except during dire circumstance. If the accused member(s) refuses to attend, they waive their right to represent their side of the event in question and the hearing will proceed in their absence. If the complainant refuses to attend, the complaint shall not be heard, and the hearing shall not proceed.

The Executive shall hear from the complainant uninterrupted. The Executive shall then hear from the accused uninterrupted. Behind closed doors the Executive shall have a discussion, decide upon appropriate action, then vote that may include but are not limited to: a warning (written and signed by an Officer of the Executive), revoking of membership (written and signed by an Officer of the Executive, stating that their membership is revoked for the remainder of the membership year) or expulsion (the accused shall permanently lose their League membership, and not be allowed to return).

The member offence process may be invoked by any member that is of the opinion that the bylaws have been breached by another member. offences that may warrant expulsion include but not limited to violence, intimidation, assault, threats, theft or unwelcome comments based on race, religious beliefs, colour, gender, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status or sexual orientation of that person or class of persons. Any sanctions against the offending member shall be agreed upon by the Executive by a majority vote.

If a member of the Executive is the accused or the complainant, they must abstain from participating in the offence process in their capacity as a member of the Executive.

ARTICLE 3 – OFFICERS, DIRECTORS & TERMS OF OFFICE

3.1 EXECUTIVE

The Curling with Pride League shall be managed by an Executive comprising at a minimum of the following Officers a President, a Vice-President, a Secretary, and a Treasurer, along with a minimum of two (2) Directors. The Executive shall have the responsibility for the management and policies of the Curling with Pride League. If more volunteers are willing, additional members may be elected to the Executive as either Directors or be given a title deemed appropriate by the Executive.

3.2 PRESIDENT

General duties:

- Chairs all Executive meetings, General Meetings and Awards Night
- Coordinates all League activities, delegating responsibilities to Executive members and committees
- Promotes fellowship, sportsmanship, League growth and development and the skills of its members
- Helps organize funspiels and bonspiels

Communication duties:

- Maintains communication between all League members and teams
- League contact person for Curling Club Manager and any outside agencies including media and Nationals representatives, unless delegated to other Executive members
- All communication with the Curling Club Manager or any outside agencies must copy the Vice-President or another Executive member

Management duties:

- Accessible year-round
- Organizes standing committees, sets their objectives and monitors their progress
- Serves as Ombudsman for club issues and facilitates resolution of any member offences processes
- Coordinates and delegates duties for volunteer participation at Pride events
- Holds joint signing authority on chequing account with the Vice-President, Treasurer and Secretary
- Holds joint signing authority for contractual arrangements with venues and suppliers (e.g. caterers)
- Manages all other matters of League administration, including negotiation of contracts with the curling club and other agencies as required
- Organizes teams and the draw for the season
- Organizes a pool of spares and facilitates their use by teams

3.3 VICE-PRESIDENT

General duties:

- When the President is absent, the Vice-President assumes the President's duties on an interim basis
- Coordinates with the President on all League activities, delegating responsibilities to other Executive members and committees as required
- Promotes fellowship, sportsmanship, League growth and development and the skills of its members

- Helps organize funspiels and bonspiels

Communication duties:

- Assists the President in maintaining communication between all League members and teams, the Curling Club Manager and any outside agencies including media and CPCC (Nationals) representatives, unless delegated to other executive members

Management Duties:

- Accessible year-round
- Assists the President with management duties as required or delegated
- Holds joint signing authority on chequing account with the President, Treasurer and Secretary
- Helps organizes teams and the draw for the season
- Helps organizes a pool of spares and facilitates their use by teams

3.4 TREASURER

General Duties:

- Attends Executive meetings
- Collects League registration forms, waivers and fees
- Keeps registration and fee payment records
- Holds joint signing authority for any contractual arrangements with venues and suppliers (e.g., caterers)
- Helps organize funspiels and bonspiels

Financial Duties:

- Deposits fees and any other monies collected by the league (e.g., Pride honorarium)
- Holds joint signing authority on chequing account with President, Vice-President and Secretary
- Ensures timely payment of approved bills incurred by the League
- Maintains up-to-date accounting records of all League income and expenses
- Provides regular reports on financial status of the League to the Executive
- Prepares an annual financial report for presentation at the Annual General Meeting
- Works with other Executive members to anticipate and resolve potential financial challenges over the course of a season

3.5 SECRETARY

General Duties:

- Attends Executive meetings
- Assists the President in communication with the League
- Holds meeting minutes records on behalf of the League
- Maintains regular communication with membership via emails, etc.
- Organizes and maintains the Curling with Pride email account
- Volunteers and/or helps coordinate volunteers at league events/functions
- Organizes teams and draw for the season
- Organizes a pool of spares and facilitates their use by teams

- Holds joint signing authority for contractual arrangements with venues and suppliers (e.g. caterers)
- Holds joint signing authority on chequing account with President, Vice-President and Secretary
- Helps organize funspiels and bonspiels

Specific Duties:

- Prepares executive meeting agendas and meeting packages
- Records and maintains executive meeting minutes
- Coordinates annual club membership evaluations (surveys etc.)
- Volunteers and/or helps coordinate volunteers at league events/functions
- Creates and maintains a list of current and past League members with relevant contact information
- Creates and distributes to the League a contact list of players and spares for each season

3.6 DIRECTORS

General Duties:

- Attends Executive meetings
- Assists in achieving the goals, mission, vision and objectives of the League
- Provides support to the Executive through specific duties assigned by the President

3.7 TERMS OF OFFICE

Members of the Executive shall be elected to serve in office for one year from the Spring General Meeting. New Executive appointed after the Spring General Meeting shall serve to the following Spring General Meeting. A member shall not serve as President for more than two consecutive one-year terms.

Any member of the Executive who has three consecutive, unexcused absences from regularly scheduled Executive meetings shall be presumed to have resigned. The member presumed to have resigned shall be notified by an Officer of the Executive in writing via email or letter. Notification of the presumption of resignation shall give the Executive the right to immediately initiate proceedings to replace the member.

3.6 REMUNERATION

No Officer, Director or member of the Curling with Pride League shall receive remuneration for their services.

ARTICLE 4 – MEETINGS & QUORUM

4.1 EXECUTIVE MEETINGS

Executive meetings shall be called by an officer of the executive. The Executive shall meet at least 6 times a year. Executive members shall be notified at least seven (7) days in advance of a meeting via email or telephone.

4.2 ANNUAL GENERAL MEETING

The League shall hold an Annual General Meeting on the first night of curling. At least twenty one (21) days' notice for the Annual General Meeting shall be given to the membership. The membership shall be notified via email, telephone.

4.3 SPRING GENERAL MEETING

The League shall hold a Spring General Meeting on the last night of curling to elect the Executive for the following season. Notice of this meeting shall be done via League website, email, phone, text or print to the membership at least twenty-one (21) days in advance.

4.4 SUB-COMMITTEE MEETINGS

Sub-committee meetings shall be called by the Sub-Committee Chairperson. Members of sub-committees shall be notified of meetings via email or telephone at least seven (7) days in advance.

4.5 SPECIAL GENERAL MEETING

A Special General Meeting may be called by the President, majority of the Executive, or by petition from the majority of the membership, if extenuating circumstances arise. Majority of the membership shall be fifty percent (50%) plus one of all members in good standing. Members shall be notified of a Special General Meeting at least twenty-one (21) days in advance via email or telephone.

4.6 QUORUM

1. A majority of the Executive shall constitute a quorum for Executive meetings.
2. Quorum for all meetings of the membership shall be 50% of members in good standing.

4.7 VOTING

Each member of the Executive shall have an equal vote on Executive decisions. All members in good standing shall have the right to cast a single vote at the Annual General Meeting, Spring General Meeting or a Special General Meeting. Proxies may be considered for Executive Meetings. Names of proxies must be given in writing via email or signed letter.

ARTICLE 5 – COMMITTEES

5.1 COMMITTEES

The Executive may create any sub-committee(s) deemed necessary to fulfil the mission, vision and objectives of the League. The Executive is not bound by the decisions of any committee. Once convened, the sub-committee shall elect a chairperson who is required to report to the executive.

No committee may:

- Authorize payment of a dividend or any part of the assets of the League to its Officers or members.
- Approve dissolution, merger, or the sale, pledge, or transfer any of the League assets.
- Adopt, amend, or repeal the Articles, Bylaws, or any resolution by the Executive.

5.2 CANADIAN PRIDE CURLING CHAMPIONSHIP

At least two (2) years prior to hosting the Canadian Pride Curling Championship, the Executive will create a sub-committee to organize the national bonspiel. The role of chairperson will be elected by the membership at the Spring General Meeting and assume the role of a director on the Curling with Pride board.

ARTICLE 6 – LEAGUE MANAGEMENT

6.1 ELECTIONS

Annual elections for the Executive shall take place at the Spring General Meeting of Curling with Pride League. The majority of members present shall determine the vote.

6.2 FISCAL YEAR

The fiscal year of the Curling with Pride League shall be August 1 to July 31.

6.3 RECORDS, MINUTES & BOOKS

The records of the Curling with Pride League shall be maintained by the Executive and passed on to the new Executive following the Spring General Meeting in a timely manner.

6.4 SIGNING AUTHORITY

The President, Vice-President, Treasurer and Secretary shall have signing authority on all accounts of the League. Two signatures shall be required for any banking, financial transactions or contractual agreements involving the Curling with Pride League. If signing authorities are to be changed following the Spring General Meeting, the change must be made within forty-five (45) days.

6.5 CONTRACTS

No member of the League shall be authorized to make any contracts for or on behalf of the League. All written contracts shall require the approval of the Executive and shall be executed by the President and the Treasurer. In the absence of the President, the Vice-President may sign and in the absence of the Treasurer, the Secretary may sign a contract on behalf of the Curling with Pride League.

6.6 FINANCIAL REPORTING

The Treasurer shall prepare and present the annual financial statement at the Annual General Meeting.

6.7 FUNDS

All funds of the League shall be deposited in the name of the League in such banks, trust companies or other depositories as the Executive may select. All funds of the League shall be deposited in such accounts in a timely fashion. The Executive may accept on behalf of the League any contribution, gift, bequest or device for any purpose of the League. No part of the net earnings of the League shall inure to the benefit of, or be distributable to its member, trustees, officers, or other private persons.

6.8 BORROWING MONEY

The Curling with Pride League shall not borrow money to finance its operations or special projects or events.

6.9 AUDITING

The financial records of the Treasurer shall be audited at least once a year by two persons recommended by the Executive and approved by the membership at the following Annual General Meeting.

All financial records and minutes of meetings shall be made available to members in good standing upon request. All requests for review of the League's records shall be made to the Secretary. The Secretary

shall respond to such requests within thirty (30) days. A fee for photocopying may be charged at \$0.25 per page for requests more than 25 pages.

6.10 PROPERTY

All property purchased, gifted, developed or created for the purposes of the League's vision, mission or objectives belongs to the League. Property of the League is to be returned to the Executive when membership is ended (by revoking or by withdrawal) or when a cessation of duty occurs. Committee members shall return all items and files belonging to the Executive once their committee has completed their purpose.

6.11 SOCIETY SEAL

The Curling with Pride League shall not adopt a society seal.

6.12 RESIGNATIONS

Any member of the Executive may resign by delivering a written notice of resignation to the Secretary. The Secretary shall present the letter for its acceptance at the Executive's next meeting. Resignation from the Executive does not automatically include a resignation from membership in the League.

6.13 REMOVAL

Executive members can be removed from office at an Executive meeting. A three quarters majority vote of the Executive members in attendance to support the motion will be required. The Executive member that is named in the motion shall not have a vote on the motion.

The General Membership may vote to remove an Executive member by calling a Special General Meeting with twenty-one (21) days' notice. 75% of the members in good standing in attendance must vote in favour of removing the Executive member for the motion to pass. The Executive member that is named in the motion shall not have a vote on the motion.

6.14 VACANCIES

Any vacancies in the membership of the Executive, whether caused by death, resignation, removal or otherwise, may be filled by the Executive by asking the membership for volunteers. The new Executive member shall serve the remainder of the term.

If the position of President is vacant, the Vice-President will assume the role of President on an interim basis until a new President can be elected at a General Meeting.

ARTICLE 7 – DISSOLUTION

7.1 DISSOLUTION

In the event of voluntary dissolution or winding-up of the affairs of the League, all remaining assets after payment of the liabilities of the League shall be distributed to one or more organizations, residing in the capital region, that promote the objectives of the League as decided by the Executive in consultation with any remaining members in good standing.

ARTICLE 8 – AMENDMENTS

8.1 AMENDMENTS

The Bylaws may be amended at a General Meeting. The Special Resolutions may pass by a 75% majority vote of the members in good standing in attendance. Twenty-one (21) days' notice of the proposed amendments shall be given to the membership. Members shall be notified of a General Meeting via email or telephone.