

CONSTITUTION
OF THE
EAST YORK CURLING CLUB INC.

ARTICLE ONE – NAME

1.1 This organization shall be known as the East York Curling Club (EYCC).

ARTICLE TWO – OBJECTIVES

2.1 The objectives of the EYCC are:

- 2.1.1. To foster, promote and play the game of curling;
- 2.1.2. To develop and instill sportsmanship among all participants;
- 2.1.3. To emphasize and encourage the social aspects of the sport;
- 2.1.4. To be active participants with other clubs in fostering curling;
- 2.1.5. To encourage participation by all members in club activities;
- 2.1.6. To maintain an active membership in curling associations, most particularly the Ontario Curling Association and the Toronto Curling Association.

ARTICLE THREE – MEMBERSHIP

- 3.1 To be a member in good standing, all fees shall be paid when due, including any charges related to the provision of goods, services and hospitality.
- 3.2 League memberships and their associated fees shall be set by the Board of Directors prior to each curling season.
- 3.3 The following classes of voting members exist:
 - 3.1.1. Regular Member. Are entitled to spare in any section at EYCC at no cost. Each Regular Member in good standing is entitled to one vote on each question arising at the Annual General Meeting or any Special Meeting.
 - 3.1.2. Student Member. Retain all the rights of a Regular Member but may be eligible for reduced fees if they are full-time students at a recognized Canadian institution.

3.1.3. Honourary Life Member. Retain all the rights of a Regular Member but are exempted from any membership fees. An Honourary Life Member shall be an individual who has contributed outstanding service to the EYCC which is deemed to warrant special recognition.

3.1.3.1. The Board of Directors may designate a member as an Honourary Life Member.

3.4 The following classes of non-voting members exist:

3.4.1. Social Member. Must pay any applicable spare fees as with non-members to spare at EYCC.

3.4.2. Competitive Member. Must pay any applicable spare fees as with non-members to spare at EYCC. May refer and use EYCC as their home club when competing.

ARTICLE FOUR – EXPULSION OR SUSPENSION OF A MEMBER

4.1 The Board of Directors shall have the power, at a duly constituted meeting of the Board of Directors, to expel or suspend a member by passing a resolution via a majority vote. Grounds for expulsion or suspension include, but are not limited to, the following:

4.1.1. Conduct of the member on or off the premises of the EYCC deemed, in the opinion of the Board of Directors, improper, unbecoming or likely to endanger the welfare, interests or character of the EYCC;

4.1.2. Willful violation or negligence to observe any duly authorized regulation, resolution, by-law or rule of the EYCC;

4.1.3. Upon receiving notice of arrears of fees or other payments owing to the EYCC, failure to bring the said arrears current within fifteen days.

4.2 Where a member is expelled or suspended, the Board of Directors shall provide written notice to the member of such expulsion or suspension and the reasons for the decision.

4.3 Any member who is expelled or suspended has the right to appear before the Board of Directors to appeal the decision. If such a request is made, the Board of Directors shall convene a special meeting of the Board of Directors at a time, date and place convenient for both the Board of Directors and the expelled or suspended member. At the meeting, the member shall have an opportunity to explain why the expulsion or suspension should be revoked. Following this hearing, the Board of Directors shall vote as to whether to revoke the expulsion or suspension. If the Board of Directors does not resolve, by a majority of the votes cast to maintain the expulsion or suspension, the expulsion or suspension shall be revoked and deemed never to have been imposed.

ARTICLE FIVE – THE BOARD OF DIRECTORS

5.1 The Board of Directors shall consist of the following voting members:

- 5.1.1. President;
- 5.1.2. First Vice President/Secretary;
- 5.1.3. Treasurer;
- 5.1.4. Director - Sections and Members;
- 5.1.5. Director – Player and Coach Development;
- 5.1.6. Director - Communications and Digital Content;
- 5.1.7. Director - External Relations (including OCA/TCA);
- 5.1.8. Director – Sponsorship and Fundraising
- 5.1.9. Members at Large (up to 3);

5.2 The Board of Directors shall consist of the following non-voting members:

- 5.2.1. Past President; The Past President will be a voting member on the Board of Directors for one term following the election of a new president.
- 5.2.2. Club Advisor (s), as invited by the Board, with unique experience or expertise

ARTICLE SIX – DUTIES OF THE BOARD OF DIRECTORS

6.1 The Board of Directors shall conduct the business of the EYCC in a manner consistent with the constitution.

6.2 All members of the Board of Directors are responsible for regularly attending meetings of the Board of Directors.

6.3 The **President** shall:

- 6.3.1. Be responsible for the general direction and supervision of the affairs of the EYCC;
- 6.3.2. Chair meetings of the Board of Directors;
- 6.3.3. Be an ex-officio member of all committees and sub-committees of the EYCC;
- 6.3.4. Perform such duties as may be determined by the Board of Directors.

6.4 The **Vice President/Secretary** shall:

- 6.4.1. Perform the duties of the President in his/her absence;
- 6.4.2. Be responsible that an accurate record of the proceedings of all meetings of the Board of Directors and Executive is completed;
- 6.4.3. Perform such duties as may be determined by the Board of Directors.

6.5 The **Treasurer** shall:

- 6.5.1. Ensure that EYCC funds are kept in a recognized Canadian financial institution that is a member of the Canada Deposit Insurance Corporation;
- 6.5.2. Ensure that a full and accurate accounting is kept with respect to all financial transactions of the EYCC, including all monies received and disbursed by the EYCC, and the assets and liabilities of the EYCC;
- 6.5.3. Present an inspected financial statement at the Annual General Meeting;
- 6.5.4. Present, by request, a financial statement at any/all meetings of the Board of Directors;
- 6.5.5. Perform such duties as may be determined by the Board of Directors.

6.6 The **Director – Sections and Members** shall:

- 6.6.1. Foster communication between the Board of Directors, Club Manager, and the Sections;
- 6.6.2. Set and chair meetings with representatives from the Board of Directors, Club Management, and the Sections;
- 6.6.3. Promote activities and communications that enhance member engagement and retention;
- 6.6.4. Foster engagement of members and recognition of volunteers;
- 6.6.5. Perform such duties as may be determined by the Club Manager or the Board of Directors.

6.7 The **Director – Player and Coach Development** shall:

- 6.7.1. Work with the Club Manager to oversee the development and delivery of player development programs;
- 6.7.2. Work with the Club Manager to ensure the recruitment, retention and training of high-quality coaches for player development programs;

6.7.3. Maintain appropriate communications with Sections, members and coaches about ongoing player and coach development needs in conjunction with the Club Manager;

6.8 The **Director – Communications and Digital Content** shall:

6.8.1. Strive to ensure high quality communications across varied channels to members, including but not limited to Newsletters and other written communication, website, social media and verbal communications, working with the Club Manager;

6.8.2. Work with the Club Manager to review and manage communications to members;

6.8.3. Work with the Club Manager to engage members, Section representatives and the Board of Directors to develop and foster content creation and best practices for communication to members;

6.8.4. Perform such duties as may be determined by the Club Manager or the Board of Directors.

6.9 The **Director – External Relations** shall:

6.9.1. Be the EYCC's liaison to the OCA and TCA;

6.9.2. Foster relations with other partners or curling clubs as beneficial;

6.9.3. Perform such duties as may be determined by the Board of Directors.

6.10 The **Director – Sponsorship and Fundraising** shall:

6.10.1. Work with the Club Manager to identify sponsorship and partnership opportunities;

6.10.2. Work with the Club Manager to develop and maintain relationships with sponsors and other sources of fundraising

6.10.3. Work with the Club Manager to identify needs and oversee fundraising efforts

6.10.4. Perform such duties as may be determined by the Club Manager or Board of Directors

6.11 The **Members at Large** shall:

6.11.1. Perform such duties as may be determined by the Board of Directors.

6.12 The **Past President** and **Club Advisor(s)** shall:

6.12.1. Use his/her past experience on the Board of Directors to support the current Board of Directors;

6.12.2. Perform such duties as may be determined by the Board of Directors.

ARTICLE SEVEN – POWERS OF THE BOARD OF DIRECTORS

- 7.1 The Board of Directors shall have the power to make and authorize expenditures on behalf of the EYCC in furthering the objectives and purposes of the EYCC.
- 7.2 The Board of Directors may appoint agents and engage employees as deemed necessary and such persons shall have the authority and shall perform duties prescribed by the Board of Directors.
- 7.3 The Board of Directors may delegate to any person the power to enter into contracts and to take such action, as are necessary for the conduct of the everyday business of the EYCC, subject to the limitations and conditions imposed by the Board of Directors.

ARTICLE EIGHT – ELECTION AND APPOINTMENT OF THE BOARD OF DIRECTORS

- 8.1 The Board of Directors, with the exception of the Past President, shall be elected by a secret ballot, if required, of members of the EYCC at the Annual General Meeting.
- 8.2 Members of the EYCC who are in good standing and eighteen years of age or older at the time of the Annual General Meeting shall be eligible to be nominated for a position on the Board of Directors.
 - 8.2.1. Only outgoing Board of Directors are eligible to be nominated for the role of President.
 - 8.2.2. Members at Large may only hold the position for two consecutive years.
- 8.3 The Past President or Club Advisor shall oversee the nomination and voting process at the Annual General Meeting. In the absence of the Past President or Club Advisor, another member of the EYCC, not nominated for any position, shall be appointed to oversee the nomination and voting process.
- 8.4 The Past President or Club Advisor shall present the posted slate of nominations at the Annual General Meeting. Only where there are no nominations for a particular position may the Past President or Club Advisor call for nominations from the floor for that position.
 - 8.4.1. In the event that no eligible nominations are received for the position of President, any member in good standing may be nominated.
- 8.5 The Past President shall automatically be a member of the Board of Directors following the end of his/her term as President
- 8.6 The incoming Board of Directors shall take office immediately following the Annual General Meeting. Their term of office will run until the following Annual General Meeting.

ARTICLE NINE – VACANCIES

- 9.1 The office of a member of the Board of Directors shall automatically be vacated where:
- 9.1.1. The member ceases to be a voting member of the EYCC;
 - 9.1.2. The member, by providing written notice to the Board of Directors, resigns his or her office;
 - 9.1.3. At a meeting of the Board of Directors for which notice has been provided by/to the Board of Directors, the Board of Directors passes a resolution by two-thirds of the votes cast at the meeting removing the member from office before the expiration of the member's term of office. The member who is subject to the resolution is not eligible to vote on such a resolution.
- 9.2 The Board of Directors is empowered to fill any vacancy that may occur by appointment during the regular season by a majority vote of the Board of Directors. The term of any member so appointed will expire at the next Annual General Meeting.
- 9.3 In any circumstance whereby the number of Directors are fewer than Quorum, then vacancies up to Quorum can only be filled through a vote of the members, as opposed to the Board.

ARTICLE TEN – MEETINGS OF THE BOARD OF DIRECTORS

- 10.1 Meetings of the Board of Directors shall be held regularly during the curling season or as deemed necessary by the President.
- 10.2 A special meeting of the Board of Directors may be convened by the President or any two members of the Board of Directors at any time. The Secretary, when so directed by the President or any two members of the Board of Directors, shall convene a meeting of the Board of Directors by providing notice to all members of the Board of Directors not less than two days before the meeting is to take place.
- 10.3 Majority of the filled positions on the Board of Directors shall constitute a quorum.
- 10.4 Board members not able to attend the Board Meeting are able to vote by proxy. The member must complete the required documentation in person at least three (3) days prior to the meeting and their instructions must be specific to each posted motion.
- 10.5 The Chair of the meeting shall vote only in the event of a tie vote.
- 10.6 Meetings of the Board of Directors are open to any member to witness, except where there is a passed motion to go in-camera.
- 10.7 Members wishing to speak before the Board of Directors must submit their request in writing no less than one (1) week before a scheduled meeting.

- 10.8 Minutes of every Board meeting shall be made available, upon request, to any member of the EYCC in good standing.

ARTICLE ELEVEN – ANNUAL GENERAL MEETING

- 11.1 An Annual General Meeting of the members of the EYCC shall be held within one month following the last day of curling at EYCC at a time and place arranged by the Board of Directors for the purpose of receiving reports, approving the financial statements, and the election of the Board of Directors for the upcoming season.
- 11.2 Written notice of the meeting shall be posted prominently on the EYCC premises no less than twenty one days prior to the scheduled day of the Annual General Meeting.
- 11.3 Motions to be introduced at the Annual General Meeting shall be deposited with the Secretary no less than fourteen days prior to the meeting. The text of all motions received shall be posted no less than seven days prior to the meeting.
- 11.4 Members of EYCC in good standing who are not able to attend the AGM are able to vote by proxy. The member must complete the required documentation in person at least three (3) days prior to the AGM and their instructions must be specific to each posted motion.
- 11.5 Any meetings of members shall have Quorum defined as 5% of the voting members in good standing at the time the Notice of Meeting was delivered, rounded up to the nearest whole number.

ARTICLE TWELVE – SPECIAL MEETINGS

- 12.1 A Special Meeting of EYCC members may be called by a majority vote of the Board of Directors or at the written request of no fewer than twenty-five members, aged eighteen years or older and in good standing, to discuss a specific matter of business.
- 12.2 Written notice of the meeting shall be posted prominently on the EYCC premises no less than seven days prior to the scheduled day of the meeting.
- 12.3 Any meetings of members shall have Quorum defined as 5% of the voting members in good standing at the time the Notice of Meeting was delivered, rounded up to the nearest whole number.

ARTICLE THIRTEEN – INDEMNIFICATION OF THE BOARD OF DIRECTORS

- 13.1 The EYCC shall indemnify each of the members of the Board of Directors and his/her heirs and legal representatives from and against any and all losses, costs, damages, expenses, liabilities, claims and causes of action whatsoever kind such member may sustain or incur or become subject to by reason of or in respect of any act, matter of

thing done or permitted, or not done or permitted, by such member, in the execution of the duties of his/her duties as an agent of the Board of Directors. This indemnity shall not apply to claims occasioned by dishonesty or willful default of such member.

ARTICLE FOURTEEN – BUSINESS OF THE SECTIONS

- 14.1 The activities of the EYCC shall be organized into Sections as the Board of Directors shall see fit to establish.
- 14.2 Sections shall manage their own curling operations including the control and operation of draws, competitions, playdowns, fundraising and other functions of the respective sections. Sections must account for any constraints set by the Board, including ice times, equipment requirements and occupancy/membership requirements. Sections shall have the responsibility for drafting by-laws to govern their affairs.
- 14.3 The members of each Section shall, every year, select one representative from among themselves to serve as a representative to the Board. The representative (or his/her designate) is responsible for attending any meetings between the Board and Sections.
- 14.4 Each Section shall be responsible for keeping minutes of any section meetings and submitting a financial statement and most recent by-laws to the Board of Directors at the Annual General Meeting or shortly thereafter.
- 14.5 A Section may be disbanded by a two-thirds vote of the Board of Directors.

ARTICLE FIFTEEN – AMENDMENTS TO THIS CONSTITUTION

- 15.1 Amendments to this Constitution may be made at the Annual General Meeting or at a Special Meeting. Amendments must be presented to the members at least fourteen days prior to the meeting. Adoption of amendments must have the approval of at least two-thirds of the votes cast by members in good standing present at the AGM.