

CONSTITUTION OF THE Saskatoon Figure Skating Club operating as (o/a) Skate Saskatoon

Skate Canada Club Number 1000234

Date of Incorporation: September 29, 1964

Date of Revision to Constitution: October 22, 2022

ARTICLE 1: SASKATOON FIGURE SKATING CLUB O/A SKATE SASKATOON

The Name of the Club shall be Saskatoon Figure Skating Club o/a Skate Saskatoon, herein after called the Club.

The President, Vice-President, Treasurer, and Secretary will be referred to as “the Executive” of the Club.

ARTICLE 2: SKATE CANADA

- a) The Club is a non-profit skating club, that is a member of Skate Canada and is managed by a volunteer Board of Directors, for the general purpose of providing Skate Canada programs for Skate Canada registrants.
- b) The Club shall pay such fees and such other charges, as shall be required of clubs from time to time by Skate Canada, to remain in good standing.
- c) The Club shall abide by all Skate Canada Bylaws, Rules and Regulations.
- d) The Club is located in region 9 in the Saskatchewan Section of Skate Canada.

ARTICLE 3: PURPOSE OF THE CLUB

- 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, Policies and Procedures 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 registrants 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.
- d) The Club shall operate only Skate Canada programs provided to Skate Canada Members.

- e) Only Skate Canada Professional Coaches are permitted to instruct Skate Canada programs in the Club.

ARTICLE 4: BYLAWS OF THE CLUB

- a) The Bylaws, 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 Board of Directors and control the property and activities of the Club.
- b) The Bylaws, Rules and Regulations of Skate Canada and those of the Section, in which the Club operates, shall take precedence over any Club Bylaws.
- c) Any Club Bylaw contrary to the Bylaws, Rules and Regulations of Skate Canada, and those of the Section, shall be invalid. It is acknowledged that any Provincial Statute governing a club has precedence over any inconsistent Skate Canada Bylaw relating to that Club.

BYLAWS OF

SASKATOON FIGURE SKATING CLUB O/A SKATE SASKATOON

If a topic is not addressed in the Club's Bylaws refer to the Club's Policies and Procedures.

MEMBERSHIP

1: Club Membership

Membership in the Club shall be open to all, regardless of any actual or perceived differences based on race, national or ethnic origin, color, religion, age, language, gender, sexual orientation, gender identity and expression or disability.

2: Skate Canada and Club Bylaws, Rules and Regulations, Policies and Procedures

The Club shall operate in strict compliance with applicable Bylaws, Rules, Regulations and Policies of Skate Canada and Skate Canada Saskatchewan (the Section). Any Bylaw, Rule, Regulation, Policy or Procedure of the Club that is inconsistent with the Bylaws, Rules, Regulations and Policies of Skate Canada and the Section will, to the extent of the inconsistency, be deemed to be void and of no effect.

3: Membership Fees

Members of the Club shall be registered with Skate Canada and pay such registration and other fees to Skate Canada and the Section as set by Skate Canada and the Section respectively. Members of the Club should pay membership fees to Skate Saskatoon, as deemed necessary, and as recommended by the Finance Committee, and approved by the Club's Board of Directors.

4: Member in Good Standing

For a member of the Club to be considered in good standing with the Club:

- a) The member must pay Club fees as recommended by the Finance Committee and approved by the Club's Board of Directors. The member must not have an arrears balance based on the Club's terms for required payment.
- b) The member must be compliant with the Club's Bylaws, Rules, Regulations, Policies and Procedures.
- c) The member must be compliant with Skate Canada and the Section's Bylaws, Rules, Regulations and Policies.

- d) The member must not have any outstanding complaints against them.

5: Setting of Club Fees, Rules and Skating Hours

Fees shall be as recommended by the Finance Committee and approved by the Club's Board of Directors. In accordance with Section 31, in certain circumstances, fees charged to immediate family members of the members of the Board of Directors may be less than those charged to all other members.

Skating registration and attendance rules and seasonal schedules of the Club, shall be as recommended by the Programming Committee, and approved by the Club's Board of Directors.

6: Suspension and Expulsion from the Club

The Board of Directors may suspend or expel a member of the Club for acting contrary to the By-laws, Rules and Regulations, Policies and Procedures of Skate Canada, the Section or of the Club. Handling of complaints is governed by the Club's Management of Formal Complaints Policy.

7: Eligibility for Voting Membership

The following persons are automatically deemed to be a Voting Member in any of the following situations:

- a) Director, for so long as he / she / they remains a director.
- b) A skater who is 18 years of age or older, for the duration of the current skating year.
- c) The Parent or Guardian who registers a skater under the age of 18 with the Club, for the duration of the current skating year.

A Person may be eligible to be accepted as a Voting Member if he / she / they:

- a) is 18 years of age or older; and
- b) has one or more children or dependents who are skaters.

8: Eligibility for Non –Voting Membership

A skater who is under the age of 18 is automatically deemed to be a Non-Voting Member for the duration of the current skating year.

LIABILITY

9: Liability

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. Every member, guest or visitor shall use the Club facilities at his or her own risk and the Club shall take reasonable efforts to post appropriate public notifications of this. The Club shall participate in the Skate Canada Club Liability and Member Accident Insurance programs.

CLUB MANAGEMENT

10: General Management of the Club

The general management of the Club shall be vested in a Board of Directors consisting of, if possible, immediate Past President, President, Vice-President, Secretary, Treasurer, Directors at Large and a Coaching Representative. All of the above, with the exception of the Past President and the Coaching Representative, shall be elected at the Annual General Meeting. The Coaching Representative should be elected annually by and from within the Coaches of the Club. The Past President shall be ex-officio and shall hold office for a year or, if possible, until a new President has been duly elected. Notwithstanding the foregoing, the Board of Directors shall in no event consist of less than three persons.

Any two of the signing officers, as approved at the AGM, shall sign all cheques and legal documents.

11: Qualifications of Directors

A Person may not be elected, appointed or otherwise serve (or continue to serve) as a director if he or she or they:

- a) is not a Member of the Club;
- b) is not a registrant in good standing of Skate Canada;
- c) is less than 18 years of age;
- d) has been declared by a court in Canada or elsewhere incapable of managing his or her or their own affairs or person or both; or
- e) is an undischarged bankrupt.

12: Holding of Board of Directors Office

The Board of Directors shall hold office until the close of the meeting at which their successors have been duly elected. Any member of the Board of Directors may be removed by the members by a 2/3 majority vote at an Extra Ordinary General Meeting duly called for that purpose.

13: Voting at Board of Directors Meetings

A quorum of the Board of Directors shall consist of 50% plus 1 member of the Board of Directors, including the President. Questions arising at any meeting of the Board of Directors shall be decided by a majority of votes. The President may vote only when the vote would change the result. Therefore, the President may vote to break a tie, and thus pass the motion, or to create a tie, and thus defeat a motion. In the event any member of the Board of Directors has a perceived or real conflict of interest on any matter which the Board of Directors is to cast votes, such member shall declare their conflict of interest and recuse themselves from the discussion on such matter and shall not vote with respect to such matter.

14: Board of Directors Vacancies

Casual vacancy occurring between any Annual General Meeting of the Club, may be filled until the next Annual General Meeting, by a majority vote of the remaining members of the Board of Directors, or in the case of the Coaching Representative, by the coaching staff.

15: Board of Directors Member Absenteeism

If a Board of Directors Member or Coaching Representative is absent for more than three scheduled Board of Directors meetings, during the period of September 1- August 31, without good cause and/or without prior notification to a member of the Executive, then that office may be declared vacant by a majority vote of the Board of Directors.

16: Committees – Appointment

The Board may create such standing and special committees as may from time to time be required. Any such committee will limit its activities to the purpose or purposes for which it is appointed and will have no powers except those specifically conferred by a Board Resolution.

The Board may delegate any, but not all, of its powers to committees which may be in whole or in part composed of Directors as it thinks fit.

17: Committees - Eligibility to Serve

All Committee Chairs and members of Committees shall be of legal age, members in Good Standing of the Club and be registrants of Skate Canada. Notwithstanding the foregoing, the Board of Directors may waive the requirement for Committee members and Chairs to be a member of the

Club and registrant of Skate Canada if they determine that it would be in the best interests of the Club to do so.

18: Duties of Executive and Committees

The duties of the executive and committees are addressed in the Club's Onboarding Document, as may be amended from time to time at the discretion of the Board of Directors.

19: Rules of Order

The rules contained in 'Robert Rules of Order' shall govern in all cases to which they are applicable and to which they are consistent with the By-laws or the Rules of Skate Canada.

ANNUAL GENERAL MEETING

20: Timing, Quorum, Special Meeting Request

An Annual General Meeting shall be held at least once in every calendar year. Extra Ordinary meetings may be held from time to time upon the request of the Board of Directors or upon written request of 10 Club Members. A quorum for an Annual General Meeting or Extra Ordinary Meeting shall be 20 eligible-voting members.

21: Written Notice

Written notice of all Annual General Meeting and Extra Ordinary Meetings shall be provided 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.

22: Voting Methods

Voting by Members may occur by any one or more of the following methods, at the discretion of the Board:

- a) by show of hands or voting cards; or
- b) by secret ballot.

Where a vote is to be conducted by show of hands or voting cards, and prior to the question being put to a vote, a number of members equal to not less than ten percent (10%) of the votes present, may request a secret ballot, and where so requested the vote in question will then be conducted by secret ballot, or other means whereby the tallied votes can be presented anonymously in such a way that it is impossible for the assembly to discern how a given Member voted.

23: Entitlement to Vote

Voting for club elections or on any matters pertaining to skating shall be restricted to eligible voting members, as per Bylaw 7 Eligibility for Voting Membership.

Each Voting Member in Good Standing and present at a General Meeting is entitled to one (1) vote on matters for determination by the Members. No other Person is entitled to vote on a matter for determination by the Members, whether at a General Meeting or otherwise.

24: Order of Business

The order of business at an Annual General Meeting of the Club shall be as follows:

- Reading of the Notice of Meeting
- Quorum
- Approval of Agenda
- Minutes of the preceding General/Special meeting
- Confirmation of the actions taken by the Board of Directors
- Annual Audited Financial Statements
- Other Reports
- Election of Board of Directors
- Approval of Signing Officers
- Amendments to the Constitution and Bylaws
- Appointment of Auditor
- New Business

AMENDMENTS

25: Right to Submit, Process for Submitting

Any member of the Club, in good standing, may propose an amendment to the Constitution or Bylaws of the Club. This proposal must be submitted in writing to the Club Board of Directors. The proposed amendment will be presented to the Annual General Meeting or Extra Ordinary Meetings. All amendments must be submitted at least 21 days before the respective meeting. No amendment to the Constitution or Bylaws of the Club shall be accepted from the floor at any meeting.

26: Interim Amendments

Bylaws may be enacted or amended by a majority vote of the Board of Directors whenever required. Such Bylaws or amendments must be presented at the next Annual General Meeting for ratification by the members. If they fail to be ratified, they will cease to be effective, and may not be re-enacted by the Board of Directors for one calendar year.

27: Voting of Amendments

Any amendment, to be accepted or ratified, must pass by a vote of two-thirds of those eligible to vote, and present at an Annual General Meeting of the Club.

28: Effective Force of Amendments to Bylaws

All amendments to the by-laws upon receiving approval of any General or Extra Ordinary meeting of members, and upon approval of the Provincial Government (if applicable), shall come into force immediately or on a date specified for same. All such amendments shall be submitted to the Section. The Section 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 or spirit, any Skate Canada or Section Rule and/or ByLaw.

FINANCIAL MATTERS AND REPORTING

29: Accounting Records

The Club will maintain such financial and accounting records and books of account as are required by all applicable governing acts and applicable laws.

30: Auditor

An auditor designated by the Board of Directors shall make an audit of the financial transactions of the Club each year and the financial statements shall be made available to the Membership of the Club.

31. Financial Incentives

The Board of Directors will be entitled to offer incentives to persons who fill such positions, including but not limited to, reasonable honoraria and/or reduced club or skater fees for children of such person, provided that in the event a decision is made to offer such incentives, it must be communicated to the Club in advance of the opportunity for persons to join the Board of Directors or Committees, and equally apply as between all similar positions. The Board of Directors shall exercise prudence in offering any incentives and only do so in the event it is considered in the best interests of the Club.

DISSOLUTION

32: Dissolution

In the event that the Club ceases to exist, the net assets from liquidation shall go to a **registered charity** established and operated for charitable purposes in support of amateur sport in Saskatchewan. Particular preference will be given to a charity focusing on promoting skating skills to children, if such a charity exists. The registered charity chosen shall be determined by majority vote at a general meeting of the membership.


Adopted by:

Saskatoon Figure Skating Club o/a Skate Saskatoon

Club Name

on 24th of October 2022
day month year

Signed:



President

Nov. 21, 2022
Date

Robert Peace

Print Name

Signed:



Board Executive

Nov 21, 2022
Date

Michelle Witling

Print Name