



# BC Floorball Federation

## BY-LAWS

### Name

The name of the Corporation is the BC Floorball Federation. The Corporation may refer to itself as BC Floorball or the BCFF

Society Number S-51571

### General

The objectives of BC Floorball are:

- a) To promote and develop the sport of floorball in British Columbia
- b) To promote and co-ordinate the development of participants, coaches, officials and administrators in the sport of floorball in British Columbia;
- c) To establish, administer and enforce rules and regulations governing the sport of floorball in British Columbia;
- d) To promote and encourage participation in the sport of floorball in British Columbia as a means of improving physical fitness, and encouraging the development of leadership and sportsmanship qualities in its participants;
- e) To promote and encourage public awareness of the sport of floorball in the British Columbia and the role of the Corporation;
- f) To act as the official member association representing BC at Floorball Canada

### Membership

There shall be five (5) types of membership types for its members:

- a) **Basic**
- b) **Elite**
- c) **Team Club**
- d) **Facility**
- e) **Supporter**

### By-Laws

- (1) BCFF shall be the officially recognized organizing body for the sport of Floorball within British Columbia ("The Provincial Organization");
- (2) BCFF shall remain in good standing as a society in the Province of British Columbia.

#### **Basic Requirements:**

- (i) Comply with the current requirements laid out in the Society Act of British Columbia
- (ii) Maintain an official society street address to receive communications, to be served documents and to be a location where financial statements are kept.

- (iii) Hold an annual general meeting at least once every calendar year, and not more than fifteen (15) months after the adjournment of the previous annual meeting.
- (iv) File an annual report and pay all required fees in accordance with the current requirements of the Province of British Columbia

### 3. The BCFF shall remain in good standing with Floorball Canada

#### **Basic Requirements:**

- (i) Provide evidence of registration as a non-profit organization in British Columbia
- (ii) Provide a contact list of directors and officers
- (iii) Provide the annual report submitted to its last annual general meeting, the draft minutes thereof and the approved minutes of the preceding annual general meeting approved thereat
- (iv) Provide a current copy of its By-laws including any amendments since the last copy provided
- (v) Provide a complete list of individual members in the form requested by the Corporation
- (vi) Pay Provincial membership dues and remit the Floorball Canada Individual membership dues of its members in a timely manner
- (vii) Provide one (1) member to serve on the Floorball Canada Board of directors, to be determined at the BCFF Annual General meeting, and any replacement representatives as necessary.
- (viii) Maintain an active and up-to-date website.

#### **Definition of Members in Good Standing**

1) A member shall be deemed to be in good standing provided they have paid membership dues as prescribed by the BCFF.

#### **Membership Dues**

5) Membership Dues shall be determined by a majority vote of the Board of Directors prior to the start of the BCFF fiscal year and communicated to members.

#### **Resignation and Removal of Members**

6) Members wishing to rescind their membership may do so upon providing notice to BCFF, in writing, made to the attention of the Secretary.

7) A member may be suspended, expelled, or otherwise disciplined in accordance with BCFF policies.

## **Governance**

#### ***The Board***

8) The BCFF Board shall consist of the following positions:

- (i) An elected President
- (ii) An elected Treasurer
- (iii) An elected Secretary
- (iv) Members at large

9) The Board shall, subject to the By-laws or directions given to it by majority vote at any meeting of the Members properly called and constituted, have full control and management of the affairs of the BCFF

10) Meetings of the Board shall be held as often as may be required, but at least four times a year.

11) The Secretary shall call meetings of the Board upon the instructions of the President by fourteen (14) days' notice in writing to each Director.

12) Meetings of the Board shall be called by the Secretary by fourteen (14) days' notice in writing to each Director upon receipt by him/her of a petition signed by a majority of the members of the Board making such a request to the Secretary in writing to call such meeting, stating the business to be brought before the meeting.

13) A majority of the Board shall constitute a quorum, and meetings shall be held without notice if a quorum of the Board is present at any time, provided however that any motions or business transactions passed at such meeting shall be ratified at the next regularly called meeting of the Board; otherwise such motions or business transactions shall be null and void.

14) Voting at Board meetings shall be determined by simple majority. In the event of a tie vote, the President shall have the deciding vote.

## **Duties of Officers**

### **PRESIDENT**

15) The President shall:

- (i) Preside at all meetings of the Board and of Members; when absent, another Director shall preside at any such meeting.
- (ii) Set all agendas for meetings.

### **SECRETARY**

16) The Secretary shall:

- (i) Attend all meetings of the Board and the Members and keep accurate minutes of the same; when absent, their duties shall be discharged by such Director as may be appointed by the Board.
- (ii) Have charge of all the correspondence of BCFF.
- (iii) Keep a record of all members and their addresses and send all notices of the various meetings as required.

### **TREASURER**

17) The Treasurer shall:

- (i) Receive all monies paid to BCFF and shall be responsible for the deposit of the same in whatever financial institution the Board may order.
- (ii) Properly account for the funds of BCFF and develop budgets and maintain such books as may be directed.
- (iii) Present a full detailed account of receipts and disbursements to the Board whenever requested.
- (iv) Prepare the annual financial statement of BCFF in accordance with generally accepted accounting principles.

## **Removal of Directors and Officers**

18) Upon a 75% vote of the voting members of the Board, a Director can be removed from his or her position for any cause that the Board may deem reasonable including but not limited to non-performance of duties and conduct unbecoming. Upon the removal of a Director from his or her position as provided for herein, the board may elect a replacement.

Approved by the Board of Directors in the City of North Vancouver, in the Province of British Columbia, as of the 10th day of January, 2010.

Sanctioned by the General Assembly of the BCFF in the City of North Vancouver, in the Province of British Columbia, as of the 10th day of January, 2010.