

COCHRANE RANGERS SOCCER CLUB

BY-LAWS

FEBRUARY 28, 1993

MEMBERSHIP

- 1) Membership fees in the club shall be determined, from time to time, by the members and executive at the annual general meeting. Any persons residing in Alberta, and being of the full age of 16 years, may become a member of the Cochrane Rangers Soccer Club upon payment of the said fee.
- 2) Any member wishing to withdraw from membership in the club may do so upon notice to the Club Executive or Board of Directors. If any member is in arrears for fees or assessments for any year, such member shall be automatically suspended at the expiration of six months from the end of such year and shall thereafter be entitled to no membership privileges or powers in the club until all fees have been fully paid and reinstated by the executive.

PRESIDENT & GENERAL MANAGER

- 3) The President and General Manager of the Cochrane Rangers Soccer Club shall be a member of all Committees. He shall, when present, preside at all meetings of the club and of the Board. In his absence the Secretary-Treasurer shall preside at any such meetings, and in the absence of both a chairman may be elected by the meeting to preside thereat.

BOARD OF DIRECTORS

- 4) Board of Directors, Executive Committee or Board, shall mean the Board of Directors of the Cochrane Rangers Soccer Club.
- 5) The Board shall, subject to the by-laws or directions given it by majority vote at any meeting properly called and constituted, have full control and management of the affairs of the club, and meetings of the Board shall be held as often as may be required, but at least once every three months, and shall be called by the President. A special meeting may be called on the instructions of any two members thereof provided they request the President to call such meeting, and state the business to be brought before the meeting. Meetings of the Board shall be called to each member by a minimum of three days notice by telephone. Any four members shall constitute a quorum, and meetings shall be held without notice if a quorum of the Board is present, provided, however, that any business transactions at such meeting shall be ratified at the next regularly called meeting of the Board; otherwise they shall be null and void.
- 6) Any director or officer upon a majority vote of all members in good standing may be removed from office for any cause which the society may deem reasonable.

SECRETARY/TREASURER

- 7) It shall be the duty of the Secretary/Treasurer to attend all meetings of the club and of the Board, and to keep accurate minutes of the same. He/she shall have charge of the Seal/Stamp of the Club which seal whenever used shall be authenticated by the signature of the Secretary/Treasurer and the President, or, in the case of the death or inability of either to act, by another member of the executive. In the case of the absence of the Secretary/Treasurer, his/her duties shall be discharged by such officer as may be appointed by the Board. The Secretary/Treasurer shall have charge of all the correspondence of the club and be under the direction of the President and the Board.
- 8) The Secretary/Treasurer shall also keep a record of all the members of the club and their addresses, and shall collect and receive the annual dues or assessments levied by the club, such monies to be promptly deposited in a Bank, Trust Company, Credit Union or Treasury Branch as hereinafter required.
- 9) The Secretary/Treasurer shall properly account for the funds of the club and keep such books as may be directed. He shall present a full detailed account of receipts and disbursements to the Board whenever requested and shall prepare for submission to the Annual General Meeting a statement duly audited as hereinafter set forth of the financial position of the club and submit a copy of same to the President. The office of the Secretary/Treasurer may be filled by two people if any annual meeting for the election of officers shall so decide.

AUDITING

- 10) The books, accounts and records of the Secretary/Treasurer shall be audited once each year by two members of the club elected for that purpose at the Annual Meeting. A complete and proper statement of the standing of the books for the previous year shall be submitted by such auditor at the Annual Meeting of the club. The fiscal year of the club in each year shall be November 1 to October 31.
- 11) The books and records of the club may be inspected by any member of the club at the annual meeting provided for herein or at anytime upon giving reasonable notice and arranging a time satisfactory to the officers having charge of same. Each member of the Board shall at all times have access to such books records.

MEETINGS

- 12) The Cochrane Rangers Soccer Club shall hold an annual general meeting on or before January 15 in each year, of which notice shall either be in writing and delivered in the mail 14 days prior to the date of the meeting or telephoned of notice of meeting 14 days prior to the date of the meeting. At this meeting there shall be elected: Secretary/Treasurer (or Secretary and Treasurer) and three Directors (the President and General Manager position will remain for two consecutive years). The officers and directors so elected shall form a Board, and shall serve until their successors are elected and installed. Any vacancy occurring during the year shall be filled

at the next meeting, provided it is so stated in the notice calling such meeting. Any member in good standing shall be eligible to any office in the society.

- 13) General meetings of the club may be called at any time by the Secretary/Treasurer upon the instruction of the President or Board. A special meeting shall be called by the President or Secretary/Treasurer upon receipt of a petition signed by one-third of the members in good standing, setting forth the reasons for calling such meeting. Notice of general meetings or special meetings will be given to all members by telephone fourteen (14) days prior to any such meeting.
- 14) Eight members in good standing shall constitute a quorum at any meeting.

VOTING

- 15) Any member who has not withdrawn from membership nor has been suspended or expelled as herein provided shall have the right to vote at any meeting of the club. Such votes must be made in person and not by proxy or otherwise.

REMUNERATION

- 16) Unless authorized at any meeting and after notice for same shall have been given no officer or member of the association shall receive any remuneration for his/her services.

BORROWING POWERS

- 17) For the purpose of carrying out its objects, the club may borrow or raise or secure the payment of money in such manner as it thinks fit, and in particular by the issue of debentures, but this power shall be exercised only under the authority of the club, and in no case shall debentures be issued without the sanction of a special resolution of the club.

BY-LAWS

- 18) The By-Laws may be rescinded, altered or added to by a "Special Resolution".

DATED this 28th day of February 1993.