

Capital City Men's Dart Association Constitution & By-Laws

Historical Information:

BC Registry Services - Society Summary

Society Number: S-0028049

Business Number: Not Applicable

Name of Society: Capital City Men's Dart Association

Incorporation Date: 06 September 1991

Last Annual Report Filed: 1996

Last Annual General Meeting: filed 13 August 1996

Number of Directors: 7

Dissolution/Restoration Information: Dissolved – Failure to File, 27 April 2001

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SOCIETIES ACT

CONSTITUTION

1. The name of the Society is "Capital City Men's Dart Association"
2. The purposes of the Society are:
 - a. to establish, maintain and regulate the game of darts;
 - b. to do all things necessary to promote sportsmanship, fellowship, and interest in the game of darts;
 - c. to adopt a code of ethics and standards of conduct to which all members shall be required to conform;
 - d. to encourage the enactment of laws that would be beneficial to the Society and protect the interest of the general public; and
 - e. to make grants and donations out of income or surplus funds of the Society for establishment or support of an educational, charitable or benevolent institution, whether or not related to or calculated to promote the purpose of the Society.

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BY-LAWS

Here set forth, in numbered clauses, the by-laws providing for the matters referred to in section 6 (1) of the Societies Act and any other by-laws.

CAPITAL CITY MEN'S DART ASSOCIATION

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ARTICLE ONE – DEFINITION SECTION

Section 1

Capital City Men's Dart Association shall hereinafter be referred to as the Society.

Section 2

The word "Directors" shall mean the Board of Directors of the Capital City Men's Dart Association.

Section 3

"The area served by the Society" shall mean the Capital Regional District, in the province of British Columbia.

Section 4

"Special resolution" means a resolution passed in general meeting by a majority of not less than 75% of the votes of those members of a society who, being entitled to do so, vote in person or, where proxies are allowed, by proxy of which such notice as the by-laws provided and not being less than 14 days' notice specifying the intention to propose the resolution as a special resolution has been given.

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ARTICLE TWO – DEFINITION MEMBERSHIP

PART A – QUALIFICATIONS

Section 1 – Classes of Membership

There shall be one class of membership in the Society: namely, voting members.

Section 2 – Voting Member

Every individual who has paid his current dues and is in good standing as set out in Part A, Section 3 shall be considered a Voting Member. Membership shall carry with it all the rights and obligations of and for the services rendered through the Society.

Section 3 – General Qualifications for Membership

In order to be eligible for election to Membership in the Society, an applicant shall:

- a) be a paid-up member;
- b) not have been refused Membership in the Society within a period of three months prior to the date of application for Membership;
- c) not have previously held Membership in this or any other Association which membership was cancelled by expulsion within a period of one (1) year prior to the date of the application for Membership;
- d) not have been guilty of conduct which would be unbecoming to a member; and
- e) be the full age of nineteen (19) years.

PART B – APPLICATIONS

Section 1

All applicants are to be accompanied by cash or cheque made payable to the Society covering the fees as may from time to time be laid down by the Directors and approved by the Membership in accordance with these By-laws.

Section 2 – Procedures Covering Consideration of Candidate for Membership

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Membership applications may be accepted unconditionally, or rejected by a resolution approved by two-thirds of the Directors present at a regularly called meeting of the Directors.

Section 3 – Membership Card

The Directors may issue a card of membership to each member. Such cards shall bear the Seal of the Society and be attested by the Signature of the President and Secretary. The card shall remain the property of the Society, subject to recall by the Society on the termination for any cause of such membership, in which event the card shall be returned to the Secretary for cancellation. Cards shall be issued yearly to members in good standing.

PART C – FEES PAYABLE

Section 1

The amount set for fees and annual dues of membership shall be determined from time to time by the Directors and approved by the membership.

Section 2 – Non-Payment of Amounts due the Society

If dues or other amounts payable by a member to the Society are not paid after thirty days' written notice has been given that member, such membership may be suspended or terminated by the Directors at their discretion, and such unpaid dues or other amounts shall remain a liability of such member and all rights and privileges of such member shall forthwith cease.

Section 3 – Reinstatement of Members Suspended or Expelled for Non-payment of Amounts due a Society

Reinstatement of the Member suspended or expelled in accordance with the provisions of the previous section may be made by a two-thirds majority vote of the Directors present at a regular meeting of the Directors, subject to payment in full by the member of all amounts owing to the Society prior to reinstatement.

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PART D – PRIVILEGES AND OBLIGATIONS

Section 1

Every Voting Member of the Society may vote either personally or by alternate at all meetings of the Society in the manner hereinafter described.

Section 2

In order to provide for circumstances where a Member may not be able to attend personally to vote at a meeting of the Society, such may file with the Secretary a letter authorizing one person as alternate to attend the meeting of the Society in the absence of the Member as a proxy and granting authority to such person to use the vote of the Member at such meeting. A member may hold only one proxy at a time.

Section 3 – Application of the By-laws

A member of the Society shall be subject to all the By-laws of the Society.

Section 4 – Composition of the By-laws

The Code of Ethics, Scale of Fees, and Rules and Regulations adopted by the Directors shall be enforceable as By-laws.

Section 5 – Duty of Members in Enforcing By-laws

The members of the Society agree to subscribe to and pledge themselves to aid in the enforcement of its By-laws including the Code of Ethics, and to do all in their power to further the aims and objects of the Board.

PART E – CONDITIONS UNDER WHICH MEMBERSHIP SHALL CEASE

Section 1 – Resignation

Resignation from membership shall be in writing, directed to the Secretary and shall become effective when accepted by the Directors.

Section 2 – Suspension or Expulsion

The Directors may suspend or expel any member who:

- a) has failed to pay his annual dues, or other amounts due the Society under the terms of these By-laws;

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- b) has failed to comply with the decision of the Directors and/or of the Board of Appeal; and
- c) for such other reasons as set forth in these By-laws.

By-laws of the Society shall be those articles governing the rights, privileges, obligations and conduct of the members of the Society.

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ARTICLE THREE – DIRECTORS AND OFFICERS

PART A – BOARD OF DIRECTORS

Section 1

- a) The Directors shall have authority to do all proper and lawful acts on behalf of the Society except those which, by these By-laws or by Statute, are required to be done at a general meeting. Without limiting the generality of the foregoing, it is hereby declared that the Directors shall have the authority at any time to adopt and/or repeal a Code of Ethics, Scale of Fees, Rules and Regulations, and shall decide in which Bank or Trust or Loan Company the funds of the Society shall be deposited and execute the necessary and usual banking authorization.
- b) It shall be the duty of the Directors to enforce the provisions of these By-laws including the Code of Ethics of the Board, all without fear or favour and respecting all members of the Board.
- c) The Directors shall have the complete and full power in accordance with the provisions of these By-laws to expel, suspend, fine, or otherwise discipline members of the Board who contravene any of the provisions of these By-laws, subject to the right of appeal as herein provided.

Section 2

Any vacancy on the Board of Directors shall be filled by the Directors and a Director so appointed shall hold office until the next annual meeting or until his successor has been elected.

Section 3

The Directors shall meet at the call of the President.

Section 4

Two (2) clear days' notice shall be given of any meetings to all Directors, provided that notice shall be dispensed with if all Directors attend such meeting or waive such notice.

Section 5

A quorum at any Directors' meeting shall be one-half (1/2) of the number of Directors as determined from time to time.

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Section 6

No Director shall receive remuneration from the league for his duties unless such remuneration is approved by a majority vote of the members at a meeting of the members of the Society.

PART B – DUTIES AND POWERS

Section 1

There shall be the following officers of the Society: namely, President, Vice-President, Secretary, Treasurer, Ways & Means, Statistician, and Public Relations.

Section 2 – President

It shall be the duty of the President to preside at all meetings of the Society or of the Directors, to have a general care of the interests of the Board and to ensure that the several provisos of the By-laws are observed at all times by all members. The President shall have the power to declare and fill vacancies on any Committee for any reason; such appointments to be confirmed at the next meeting of the Directors. The President shall also have the power to appoint substitutes to serve for members temporarily unable to act upon any committee for such time as such disability may exist. The President shall not exercise his vote on motions, except in the case of a tie, in which case his vote shall be the tie breaker.

The President shall be ex-officio a member of all committees except the nominating committee.

Section 3 – Vice-President

In the absence of the President, the Vice-President shall perform the duties of President and in the absence of these two a Chairman, pro tem (*An abbreviation used for pro tempore, Latin for "temporary or provisional." A person who acts as a temporary substitute serves pro tem. The term is often used to describe the acting head of a governing body, such as the president pro tem of the Senate, who presides over the Senate when the vice president is unable to do so.*), shall be appointed by the Directors.

Section 4 – Secretary

The Secretary shall keep an accurate record of the meetings of the Society and of the Directors in books provided for the purpose, give proper notice of all meetings, conduct all correspondence, and have custody of the seal, keep an accurate record of the names and addresses of all members and perform all other duties as normally fall to such office.

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Section 5 – Treasurer

The Treasurer shall collect all fees and other monies owing to the Society and shall keep an accurate record of all monies received and disbursed; he shall pay all bills when authorized by the Directors so to do and shall keep all funds of the Society not required for petty cash expenditure in a bank account in a chartered bank chosen by the Directors; he shall prepare a balance sheet and profit and loss statement for annual meetings and at any other time when required by the Directors.

Section 6 – Ways and Means

It shall be the duty of the Ways and Means Director to form a Committee for the express purpose of raising money for the Society. This would not be involved non-profit functions for the members, i.e. – annual picnic, Xmas turkey shoot, and banquet. All funds raised must be properly accounted for and turned over to the Treasurer within a reasonable length of time.

Section 7 – Statistician

This Director shall be responsible for the collection of both membership and team data, collation of data and presentation to the public relations director for distribution at regular intervals.

Section 8 – Public Relations

This Director shall be responsible for advertising externally for new players. In addition, he will keep the membership informed of all Society events as well as regular distribution of statistical information.

Section 9

Any Officer or other Director may be removed from office prior to the expiration of his term by special resolution.

Section 10 (Section added by Special Resolution – 17 December 1993)

- a) The Board of Directors has within its powers to suspend those monies that may be required to maintain the Society in good standing with its creditors, to ensure that the Society meets all necessary operational costs for banquets, trophies, tournaments and other functions represented by this Society.
- b)
 - i. The President in conjunction with one other member of the Executive has the power to spend up to \$250.00.

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- ii. The President with the majority approval of the Executive meeting has the power to spend up to \$1,000.00.
- iii. Any amounts of expenditures over \$1,000.00 must have the approval at one of the following meetings:
 - 1. Captains and Executive meeting, monthly;
 - 2. General Meeting; or
 - 3. Meetings held in accordance to Article 5 – Meetings, Section 1 to 5.
- c)
 - i. All expenditures require a receipt for accounting and kept with the financial books.
 - ii. All expenditures will be reported in a financial report given at the General Meeting.

PART C - ACCOUNTS

Section 1 – Presentation of the Accounts of the Society

The Directors shall present before the members of the Society at the Annual General Meeting a financial statement showing the income and expenditure, assets and liabilities of the Society during the preceding fiscal year; the said financial statement shall be signed by two of the Directors

PART D – THE SEAL

Section 1 – Custody of the Seal (Not available in 2012)

The Seal of the Society shall be kept in the custody of the Secretary of the Society.

Section 2 – Affixing the Seal

The Seal of the Society shall not be affixed to any document or instrument unless authorized by the Directors and then only by and in the presence of such offices as the Directors may authorize and such persons as shall be authorized to affix the Seal of the Society and shall sign every instrument to which the Seal is affixed in their presence.

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ARTICLE FOUR

ELECTION OF OFFICERS AND DIRECTORS

Section 1

All voting members of the Society in good standing shall be eligible for election to the Board of Directors.

Section 2

All officers of the Society shall be elected to serve for a term of at least one year and shall take office on the first day of June next following their election.

Section 3

Those Directors elected from the general membership shall hold office for a period of one year.

Section 4

1. All officers and Directors of the Society elected as set forth in Section 2 and 3 immediately preceding shall serve until:
 - a) Their successor has been elected or appointed, as the case may be;
 - b) They cease to be Members in good standing; or
 - c) Their resignations have been tendered and accepted by the Directors.
2. The Society may, by Special Resolution, remove any Director before the expiration of his period of office and may by Ordinary Resolution appoint another qualified member in his stead.

Section 5

No later than March fifteenth (15) of each year, the President shall appoint a Nominating Committee of not less than three (3), and not more than five (5) members.

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Section 6

Upon appointment of the Nominating Committee, the Secretary shall prepare for the Chairman a list of all positions to be filled by ballot.

Section 7

With due consideration and taking cognizance of the general good and welfare of the Society, the Nominating Committee, after obtaining the consent of those willing to serve, shall prepare a list of nominations for all positions to be filled by ballot. This list shall be sent to the President as the report of the Nominating Committee.

Section 8

Not less than fifteen (15) days prior to the Annual General Meeting at which the election of Officers and Directors is to take place, the report of the Nominating Committee shall be sent to all voting members in good standing, together with a form for further nominations. Any further nominations must be received by the Secretary not later than forty-eight (48) hours prior to the Annual General meeting and be in the form of a letter bearing the signatures of the proposer and second, and that of the nominee as his consent to serve.

Section 9

The election of all officers and Directors shall take place at the Annual General Meeting. Election shall be by a show of hands and all votes must be cast by person or by Proxy, as specified in Article Two, Part D, Section 1. The Chairman of the meeting shall have the power to appoint at least two active members to act as scrutinizers. If there is more than one candidate for a single position, the candidate receiving the greatest number of votes shall be elected. In the case of a tie vote, the issue shall be determined by lot. (*Determined by lot is another way of saying that a random drawing was used to determine the order of things or to decide an issue.*)

Section 10

A separate poll shall be taken for the President and Vice-President, and the Directors may be elected by one ballot.

Section 11

Vacancies among the Officers and the Board of Directors shall be filled by the Board of Directors until the next election and any such appointee shall hold office until his successor has been elected.

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ARTICLE FIVE – MEETINGS

Section 1

The Annual General Meeting of the Society shall be held in accordance with the Society Act, as decided upon by the Directors. Written notice of the Annual General Meeting shall be given to members not less than two (2) weeks before the day for which the Annual General Meeting is called.

Section 2

Meetings of the Members may be held as such other times as the President or Board of Directors may determine, or upon written request of ten (10) percent of the members in good standing.

Section 3

The Board of Directors shall meet at regular times. Absence from three (3) consecutive regular meetings of Directors without an excuse deemed valid may be construed as a resignation from the Board of Directors.

Section 4

Any fifteen (15) voting members of the Society present at any regular called meeting of the Society shall constitute a quorum

Section 5

At any General Meeting of the Members, the Directors shall be entitled to act as voting members, notwithstanding any previous decisions reached by them as Directors upon any matter under consideration at the General Meeting.

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ARTICLE SIX

STANDING AND SPECIAL COMMITTEES

Section 1

As soon as possible after the Annual General Meeting, the President – with the approval of the Directors – shall appoint Standing Committee, the Chairman to be appointed by the President, such as:

1. Ways & Means Committee
2. Membership Committee (to increase membership)
3. Past President's Committee (rules & regulations)
4. Arbitration Committee
5. Business Practices Committee (ethics)
6. Team Captains Committee

Section 2

The Directors shall have the power to appoint such other Committees as may be deemed necessary and to give such committee such powers as may be deemed advisable.

Section 3 – Ways & Means Committee

This Committee shall be composed of the President, Vice-President and Immediate Past President, and such other appointee or appointees as the Directors may decide. This Committee shall exercise general supervision of all Society matters, particularly financial, and shall keep the Directors properly advised. Such matters as changes in membership fees, Board income and outgo, and receipts or disbursements of an unusual nature be referred to this committee for its consideration, advice and recommendations to the Directors.

The Committee is responsible for the raising of funds.

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Section 4 – Membership Committee

It shall be the duty of this Committee to promote membership in the Society and to investigate the eligibility and qualifications of applicants and to report their approval, or disapproval, of each applicant to the Directors. The deliberations of this Committee as to eligibility and qualifications shall be secret.

Section 5 – Past Presidents' Committee

The Past Presidents' Committee of the Society shall be composed of all the available Past Presidents of the Society. The immediate Past President shall act as Chairman. It shall be the duty of this Committee to exercise an appropriate and continuing interest in Society affairs and to review current rules and regulations.

Section 6 – Arbitration Committee & Business Practices Committee – Ethics

General

- a) The Arbitration Committee and Business Practices Committee shall each consist of five (5) members of the Society who shall serve without compensation and any three (3) of them shall constitute a full committee for any hearing.
- b) No member of either committee shall serve in any hearing in which he has a personal or financial interest of if he is concurrently involved in any dispute with any party to the hearing.
- c) All members of the Society agree to settle disputes and disagreements arising amongst themselves by arbitration, and a decision of the committee shall be accepted as final and binding upon all parties to the dispute.
- d) The Secretary of the Society shall have custody of and shall preserve all files, documents and records of all matters dealt with by Committee, which will be treated as confidential and open only to members of the Committee and Directors.
- e) In all hearings, in Arbitration or in disciplinary matters, the committee shall be at liberty to judge the evidence submitted and the merits or defects of the claim according to established standards of business practice and ethics, and shall be relieved from all judicial formalities and strict rules of the law.

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Arbitration

- f) The committee shall hear and settle any dispute referred to it, provided:
 - 1. The parties have agreed in writing to be bound by the decision of the committee.
- g) The committee shall hear all matters submitted to it as soon as may be and shall give five (5) clear days' notice in writing of the time and place of the hearing of any matter to all parties involved.
- h) Committee proceedings shall be conducted in a fair and impartial manner.
- i) In Arbitration matters, the decision of the majority of the Committee shall be the Committee's decision and shall be accepted by the parties to the controversy as binding and conclusive. The decision shall be in writing and signed by those members of the Committee who agreed to it. Those members opposed to the decision shall so indicate by their signatures on the written decision. The findings of the majority shall forthwith be made known to the parties by the Secretary.

Business Practices

- j) It shall be the duty of the Committee to consider all reports and complaints relative to infringement of the By-laws, the Code of Ethics and other Regulations of the Society affecting any of its members, and such other matters concerning the welfare of the Society as may be referred to it by the Directors from time to time.
- k) The Committee may on its own motion, or on the application of any Person, or shall on the direction of the Directors of the Society whether a complaint is made or not, inquire into whether or not any member of the Society has:
 - 1) Misappropriated or wrongfully converted money or other property entrusted to or received by him in his capacity as a member or the Society, or
 - 2) Violated any By-law, Regulation, or Ethics of the Society, or
 - 3) So conducted himself as to discredit the Society.

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Team Captains

To be called at the discretion of the President for matters concerning the players.

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ARTICLE SEVEN – GENERAL

Section 1

The fiscal year of the Society shall begin on the first day of June in each year.

Section 2

The By-laws of the Society shall not be altered save by special resolution.

Section 3

The Society shall have authority to borrow money by special resolution on such terms as may be specified in such resolution. No debenture shall be issued without the sanction of a Special Resolution.

Section 4

Any member of good standing shall have the right to inspect the books and records of the Society at the conclusion of any general meeting.

Section 5

The Society shall have the authority by a majority of not less than seventy-five percent (75%) of the members present at a general or special meeting to adopt rules and regulations and a Code of Ethics concerning standards of conduct. A special resolution will be required to amend the Constitution and By-laws.

Section 6

Where not otherwise provided for in the By-laws, the order of procedure at meetings of the Society shall be according to "Robert's Rules of Parliamentary Procedure".

Section 7

The Society shall be non-partisan in all matters involving political, religious, or racial questions and no discussions or debate on these subjects shall be permitted at any meeting of the Society.

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Section 8

In the case of any doubt or ambiguity in the interpretation of a rule or regulation or any provision of these By-laws, the Directors, by a majority vote at any regularly called meeting of the Directors, shall have the final right to determine the same and the decision so arrived at shall be final.