

**Summerside
Community League**



BYLAWS

Summerside Community League of Edmonton

BYLAWS

INTERPRETATION

- 1.1 The name of the Organization shall be SUMMERSIDE COMMUNITY LEAGUE OF EDMONTON (referred to as the Summerside Community League). The league shall be incorporated under the Societies Act of Alberta.
- 1.2 The Community League shall encompass that portion of the City of Edmonton with boundaries described as follows: from the intersection point of Gateway Boulevard and Ellerslie Road SW, east along Ellerslie Road SW to 50 Street SW, south along 50 Street SW to 41 Avenue SW, west along 41 Avenue SW to Gateway Boulevard, north along Gateway Boulevard to Ellerslie Road SW. All descriptions are assumed to follow the centre line of the indicated roadways, with the median and directional lanes being considered as one roadway. These boundaries shall not prohibit areas included in these boundaries separating from the community league in the future, provided Edmonton Federation of Community Leagues' recommended procedures for doing so are followed. These boundaries are shown in the map included in these bylaws.
- 1.3 The Summerside Community League is not the same entity as the Summerside Residents Association.
- 1.4 References to specific gender in these Bylaws (male/female) shall be construed to mean either, except where gender is specifically required.

MEMBERSHIP

- 2.1 Anyone residing within the Summerside Community League boundaries is entitled to membership in the Summerside Community League. Membership is obtained by paying the Annual fee prescribed by the Board of the Summerside Community League. All memberships are from the date payment is received until the next fiscal year end, when they automatically expire. A membership is non refundable.
- 2.2 Membership in Summerside Community League or another Edmonton Community League is a requirement for anyone wishing to participate in any Summerside Community League sponsored programs or functions. Priority will be given to Summerside Community League Members, however, should capacity allow members of other community leagues will be able to participate.

- 2.3 Members are required to follow all rules set up by the board of the Summerside Community League while on Summerside Community League property, using the League's facilities or participating in league sponsored programs or functions.
- 2.4 Any Member may resign from the Society by sending or delivering a written notice to the Secretary or President of the Society.
- 2.5 Once the notice is received, the Member's name is removed from the Register of Members. The Member is considered to have ceased being a Member on the date his name is removed from the Register of Members.

2.5.1 Death

The membership of a Member is ended upon his death.

2.5.2 Deemed Withdrawal

2.5.2.1 If a Member has not paid the annual membership fees or has moved outside of the defined community league boundary, the Member is considered to have submitted his resignation.

2.5.2.2 In this case, the name of the Member is removed from the Register of Members. The Member is considered to have ceased being a Member on the date his name is removed from the Register of Members.

2.5.3 Expulsion

2.5.3.1 The Executive Committee will be given the power to expel any members from membership for any conduct deemed injurious to the league or its purposes. The decision of the Executive Committee is final.

2.5.3.2 All complaints heard before the Executive Committee must be in writing and marked 'Confidential and Without Prejudice'. Such complaints must specify the bylaw violation or injurious behaviour and cite attempts at discipline prior to the complaint being filed.

2.5.3.3 Pending a full and proper hearing, such Member will be placed on suspension.

2.5.3.4 The Member will be given 14 days written notice for the hearing. The Executive Committee will hear the Member's case.

2.5.3.5 Quorum for such a hearing will be two thirds (2/3) of the Executive Officers.

2.5.3.6 The Executive Committee will debate the matter "in private" and render a written decision within 72 hours.

2.5.3.7 At the conclusion of the hearing the majority vote of the Executive Committee will prevail.

- 2.5.3.8 If the individual fails to attend the hearing without reason, the termination will be effective immediately.
- 2.5.3.9 On passage of the Executive Committee decision, the name of the Member is removed from the Register of Members. The Member is considered to have ceased being a Member on the date his name is removed from the Register of Members.
- 2.6 Summerside Community League shall maintain a membership in the Edmonton Federation of Community Leagues (EFCL) and abide by the EFCL Code of Ethics.

BOARD OF DIRECTORS

- 3.1 The affairs of the Summerside Community League shall be conducted by a Board of Directors and additional committee members as required. Each board member shall be elected to the board by majority vote at an Annual General Meeting of the Summerside Community League, or if for any reason a position is not filled, the board may elect a member to serve out the term for that position.
- 3.2 The term of office shall be two years for each position. To ensure continuity within the board, one half will stand for election each year. Those flagged * below will be elected in even numbered years, all others in odd numbered years.
- 3.3 The Board shall be composed of a minimum of five (5) and no more than fifteen (15) Directors.
- 3.4 The board shall include:
Officers:
*President
Vice- president
*Secretary
Treasurer

Directors:
*Soccer
Non soccer sports (softball/ basketball, etc.)
*Communications (Newsletters/other mediums)
Memberships
*Social
Programs
*Casino
Grants / Fundraising other than casino
*Neighborhood Watch / Safe Parent
Facility Development
*Community Liaison

- 3.4 Additional Director positions may be added depending on the needs of the community. Director positions will be approved at an AGM and election procedures outlined above will apply.
- 3.5 All Directors and Officers must live within the Summerside Community League boundaries.
- 3.6 All board members must be members of the Summerside Community League.
- 3.7 Any board member whose term is expiring may stand for re-election. They may not be elected to the same position for more than three consecutive terms.
- 3.8 Any board members may retire from the board by written notice to the president.
- 3.9 If for any reason a director or officer must resign, the board may appoint a replacement to complete the term.
- 3.10 A director shall automatically cease to be one by moving outside the Summerside Community League boundaries or by non-payment of dues.
- 3.11 The board may remove a member from office for failure to properly complete the duties of that position, at the sole discretion of a majority of the board. Failure to attend three consecutive meetings without reasonable cause shall be grounds for removal of a person from the board, at the discretion of the majority of the board.
- 3.12 No board member, or other member of the Summerside Community League, shall commit Summerside Community League to any expenditure or any indebtedness not previously approved by the board. Such approvals will include the responsibilities of the Treasurer, approved budgets of Directors and such specific approvals as designated by the Board at their meetings.
- 3.13 The board cannot commit the Summerside Community League to any indebtedness other than what can be paid from receipts by Summerside Community League. Any commitment requiring borrowing must be approved at a General Meeting of the members call for this purpose. Full details must be conveyed to all members by the Officers of the board.
- 3.14 The Officers and Directors of the Summerside Community League serve voluntarily and shall not receive remuneration for these services.
- 3.15 The board shall meet monthly at a time and place set by the board. At least 50% of active board members must attend to constitute a quorum. Each board member shall have one vote on all motions set before the board. In case of a tie the chairman shall have an extra vote.

OFFICER DUTIES

- 4.1 The president shall preside over all Summerside Community League General Meetings and board meetings. He is also an ex-officio member of all Summerside Community League committees.
- 4.2 The vice-president shall perform the duties of President in the latter's absence.
- 4.3 The secretary shall keep minutes at all general and board meetings and shall distribute them to all board members and any other interested parties as required. Minutes of all meetings shall be made available to any member at their request.
- 4.4 The treasurer shall:
- Receive all monies paid to Summerside Community League and deposit them in the appropriate Summerside Community League bank account.
 - Issue cheques to pay legitimate disbursements for the Summerside Community League.
 - Maintain the books of account for the Summerside Community League and submit a report at the monthly board meeting, showing the financial status of the Summerside Community League.
 - Submit an annual financial report to the Membership at the Annual general meeting.
- 4.5 All cheques, notes or monetary commitments shall be signed by any two of the Officers; the President, vice-president, secretary or treasurer.

RESPONSIBILITIES OF DIRECTORS

- 5.1 Directors shall submit a complete budget of revenues and costs to the board for approval prior to the commencement of any project. It is also the principle of the Summerside Community League that all programs must be self funding unless the board specifically authorizes a deficit at its sole discretion.
- 5.2 All monies collected for Summerside Community League functions, programs or any other purpose are to be submitted to the treasurer promptly for deposit. He is the only person authorized to disburse Summerside Community League funds.
- 5.3 All casino funds will be used as stipulated by the gaming license.
- 5.4 The fundraising director will seek additional funds for the Summerside Community League by holding money making events and through other legitimate endeavors. All proposed events must be approved by the board before commencement of such activity.

- 5.5 The membership director shall hold an annual membership drive to renew existing memberships and recruit new members.
- 5.6 The neighborhood watch / safe parent director is responsible for promoting this program in the Summerside Community League area.
- 5.7 The communications director is responsible for providing updated information to league members through the use of the newsletter and other mediums. They are also responsible for publicity for general meetings and other important events.
- 5.8 Programs directors are responsible for organizing and operating its respective programs, separate and in conjunction with city programming.
- 5.9 Social directors are responsible for organizing and operating social activities.
- 5.10 Sports directors are responsible for organizing and operating its respective sports programs.
- 5.11 Community Liaison directors are responsible for sharing information in their respective communities.

ANNUAL REVIEW: Finance and Auditing

- 6.1 Commencing October 1, 2009 the fiscal year for the Summerside Community League shall be from September 1 to August 31.
- 6.2 The books, accounts, and records of the Secretary and Treasurer will be audited once per year by a duly qualified accountant or by two members of the League, not currently serving on the board, elected for that purpose at the Annual General Meeting. A complete and proper statement of the standing of the books will be presented by the Auditor / Members of the league at each Annual General Meeting.
- 6.3 Copies of the annual statement will be available to any members who request them.

ANNUAL GENERAL MEETING

- 7.1 An Annual General Meeting shall be held at a time and place to be set by the board, but in any event no later than 120 days following the fiscal year end. The AGM will include annual reports from Directors, elections of new board members, and to transact other legitimate business as may come before the meeting.

- 7.2 Notice of the Annual General Meeting must be published at least 7 days prior to the meeting. All efforts will be made to publish the meetings using the Summerside Community League website and available signage as well as other means deemed necessary.
- 7.3 The lesser of 10% of active members or 10 members present shall constitute a quorum. Any member present shall have one vote on all motions before the meeting and for each person elected. In case of a tie the president shall have an extra vote.
- 7.4 The President will cancel the General Meeting if a quorum is not present within one-half (1/2) hour after the set time. If cancelled, the meeting is rescheduled for one (1) week later at the same time and place. If a quorum is not present within one-half (1/2) hour after the set time of the second meeting, the meeting will proceed with the Members in attendance.
- 7.5 All meetings of the community league are open to the public. A majority of the Members present may ask any persons who are not Members to leave.

SPECIAL GENERAL MEETINGS

- 8.1 Special general meetings may be called by the board at any time; terms 7.1 through 7.3 apply.

BYLAW CHANGES

- 9.1 Proposed changes to the bylaws must be submitted at a General Meeting and a special resolution must be introduced indicating the changes.
- 9.2 A special resolution passed:
- At a general meeting of which not less than 21 days' notice specifying the intention to propose the resolution has been duly given, and
 - By a majority of not less than 75% of the votes of those members who, if entitled to do so, vote in person or by proxy.
- 9.3 A resolution proposed and passed as a special resolution at a general meeting of which less than 21 days' notice has been given, if all the members entitled to attend and vote at that general meeting so agree
- 9.4 A resolution consented to in writing by all the members who would have been entitled at a general meeting to vote on the resolution in person or, if proxies are permitted, by proxy.
- 9.5 Changes will then be filed with the Societies Act by the Secretary within 30 days of the meeting.

DISSOLUTION


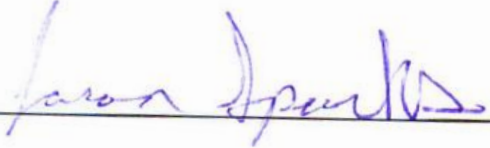
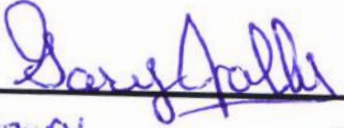
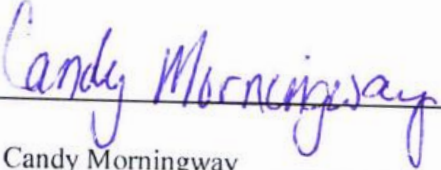

- 10.1 Upon dissolution of the League, all real property, fixtures, and liquid assets remaining after the payment of any debts, will become the property of the Edmonton Federation of Community Leagues, in trust. The Edmonton Federation of Community Leagues will hold the cash assets in trust until they are able to reactivate or merge the League. The real property will pass to the City of Edmonton, pursuant to the Tripartite License Agreement.

APPROVAL FOR EXPENDITURES

- 11.1 Recognizing that Directors and Officers may have community league expenditures occur up to \$200 may be spent by Directors and Officers on program and league related expenses without prior authorization of the board.
- 11.2 All other expenses must have pre approval of the board. Emergency expenses may require the use of email voting as a method of expediting said approval otherwise requests for expenditures shall be presented and voted on at a regular board meeting.
- 11.3 Expenditures exceeding \$10,000 for any one item or project must be presented and voted on at a general meeting. Details of the expense must be presented to the membership and approval of the majority of a quorum of members is required.
- 11.4 Where practical three quotes for goods or services are required prior to approval being granted by the board.
- 11.5 Board members or immediate family members of board members shall not be compensated for goods or services provided to Summerside Community League.

11.6 There is no corporate seal.

Dated Dec 19, 2009

Signature: 	Address: (including postal code) 956 Summerside Link, SW Edmonton, AB T6X 0J9
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Print Name: ^{Garry} Garry Jolly GARY JOLLY	
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Print Name: Candy Morningway	
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