

**Medicine Hat**



**Dart League**

## **1. DEFINITIONS**

- a. The name of our organization shall be “The Medicine Hat Dart League” or “Medicine Hat Dart League (MHDL)”.
- b. Member: Any paid individual that remains in good standing with the Medicine Hat Dart League.
- c. Quorum: The minimum number of members that must be present to validate the proceedings of a meeting.

## **2. OBJECTIVES**

- 2.1 The objectives of the MHDL are:
  - a) To encourage new players to join the league and to enhance the game of darts.
  - b) To provide all members with opportunities for recreational, social and competitive activities within the sport of darts.
  - c) To promote, encourage and initiate participation in the sport of darts at all skill levels.
  - d) To be non-political, non-racial and non-territorial at all times.
  - e) To provide a safe, harassment free opportunity to participate in the sport of darts.

## **3. MEMBERSHIP**

- 3.1
  - a) Increases to membership fees shall be determined, as required, by a vote from the membership at an Annual General Meeting (AGM). Fees from members are to be paid in cash.
  - b) Increases to sponsor fees shall be determined at the discretion of the Executive. Fees from sponsors may be paid by cheque.
- 3.2
  - a) Membership fees are non-refundable after the commencement of the dart season.
  - b) Sponsorship fees are non-refundable after the commencement of the dart season.
- 3.3 Any individual 18 years of age or over may become a member by payment of said fees and shall be bound by the Bylaws and Operating Procedures of the MHDL.
- 3.4 The membership year will be from October 1st to September 30th to accommodate voting privileges at the AGM.
- 3.5 All members must adhere to the “Bylaws” and “Operating Procedures” of the MHDL and fulfill their obligation in accordance with said “Bylaws” and “Operating Procedures”.
- 3.6 Any non-member may not:
  - a) Vote on issues brought to meetings.
  - b) Hold an executive position.
  - c) Participate in member only competitions.
- 3.7 The Executive may suspend or terminate membership privileges of an individual for any cause deemed reasonable. The individual must be informed of suspension, in writing, within 14 days of such decision.
- 3.8 Any individual whose membership privileges have been suspended or terminated may appeal the decision by requesting a meeting with the Executive. This request must be delivered by mail, within 30 days of receipt of the notification of suspension, to any voting member of the Executive of the MHDL.

- 3.9 The appeal must be dealt with within 14 days of receipt of the written request to the Executive.
- 3.10 The Executive may, at their discretion, request the Provincial Darts Body to uphold their suspension and enforce the said suspension at the Provincial/ National level provided the disciplinary procedure matches or exceeds the minimum requirements of the Provincial Darts Body.

#### **4. MEETINGS**

##### **4.1 EXECUTIVE MEETINGS:**

- a) A meeting, of which date and location is announced at the previous meeting, may be confirmed by the Secretary by telephone or email one week prior to the date of the meeting. Locations, dates and times of all meetings shall be determined by the President and/or Executive.
- b) The Executive of MHDL shall meet at least two times per calendar year.

##### **4.2 GENERAL MEETINGS:**

- a) MHDL shall hold an ANNUAL GENERAL MEETING (AGM) on the second Tuesday upon completion of the league season for the members and invited guests, of which due notice has been given. The AGM shall be for the election of officers.
- b) MHDL shall hold a fall general meeting on or before September 15th each year for the members and invited guests, of which due notice has been given.

##### **4.3 NOTICE OF MOTION:**

- a) Any business pertaining to MHDL may be discussed at any meeting.
- b) The order of business at the meetings may include:
- i. Member count and verification,
  - ii. President's address,
  - iii. Minutes of previous general membership meeting,
  - iv. Financial report,
  - v. Old business arising from the minutes,
  - vi. Reports of Executive members,
  - vii. Discussion of issues and vote per motions,
  - viii. Election of officers,
  - ix. New business, and
  - x. Motion to close meeting.
- c) In the event a quorum at a general membership meeting is not achieved at the appointed hour, the meeting shall be adjourned for 30 minutes and reconvened. If at that time a quorum is not achieved, the representatives in attendance shall be permitted to carry votes and may transact any business, **except for the election of officers.**

#### **5. VOTING**

- 5.1 Ten percent (10%) or 20 members in good standing shall constitute a quorum at any general meeting. Once a quorum is established, members leaving cannot break it. In the interest of MHDL, at least one representative from each team should attend any general membership meeting.
- 5.2 Fifty percent (50%) of the Executive shall constitute a quorum at any Executive meeting.
- 5.3 Any member in good standing may vote on any motions brought to the floor of a general membership meeting.

#### **6. OFFICERS OF MHDL**

##### **6.1 The Executive shall consist of the following:**

- a) PRESIDENT
- Term of office to be 2 years (odd years for election process).
- b) VICE PRESIDENT
- Term of office to be 2 years (even years for election process).

- c) PAST PRESIDENT
  - Term of office to be 2 years in an “advisory” capacity with no voting privileges.
- d) SECRETARY/ TREASURER
  - Term of office to be 2 years.
  - 1 or 2 people may hold this position (even years for Secretary/ odd years for Treasurer).
  - Even if the position of Secretary and Treasurer are held by ONE (1) person, these positions will be voted on alternating years to ensure that equal opportunity remains for each individual positioning.
- e) DIRECTOR “A”
  - Term of office to be 2 years (odd years for election process).
- f) DIRECTOR “B”
  - Term of office to be 2 years (even years for election process).
- g) DIRECTOR “C”
  - Term of office to be 2 years (even years for election process).

6.2 Elections for expired terms will be held at the ANNUAL GENERAL MEETING. If a quorum is not present at a general meeting and election, the existing Executive shall hold office for another year.

6.3 Any vacancy arising on the Executive during the term of office may be filled by appointment of the Executive on an “acting basis only” until that position can be filled by an election at the next AGM.

6.4 Any member in good standing shall be eligible to hold the office of any Executive position.

6.5 The executive term begins July 1st and runs until June 30th in correlation with the Darts Alberta executive’s year start.

6.6 The Executive may, by majority vote of the Executive, remove a fellow officer not considered to be fulfilling the duties herein described.

6.7 Any officer who is removed from office shall not be permitted to run for election in any Executive position of MHDL until one calendar year has elapsed.

## **7. RESPONSIBILITIES OF ELECTED OFFICERS**

7.1 The responsibilities of the elected officers shall be:

- a) President
  - Shall be ex-officio of all committees,
  - Shall preside at all meetings,
  - Shall sign all authorized documents requiring his/her signature,
  - Shall perform such duties as may be assigned by the Executive, and
  - Shall only vote in the event of a tie.
- b) Vice-President
  - Shall perform the duties of the President in the event of his/her inability to act.
- c) Past President
  - Shall operate in an “advisory capacity” with no voting privileges.
- d) Secretary
  - Shall attend and record accurate Minutes of all meetings,
  - Shall conduct all correspondence of MHDL, and
  - Shall have such Minutes, reports and correspondence complete for membership and Executive inspection on a current basis.

- e) Treasurer
  - Shall receive all monies paid to MHDL,
  - Shall pay all bills approved by MHDL, properly receipted, and
  - Shall deposit said funds in a recognized financial institute, keep full and detailed records of such transactions of MHDL and be prepared to present such records to any member for inspection, upon written request giving sufficient notice (3 weeks).
- f) Director "A"
  - All reasonable duties as requested by the President, including but not limited to: attend executive / league meetings; assist with MHDL tournaments; assist with MHDL awards banquet.
- g) Director "B"
  - All reasonable duties as requested by the President, including but not limited to: attend executive / league meetings; assist with MHDL tournaments; assist with MHDL awards banquet.
- h) Director "C"
  - All reasonable duties as requested by the President, including but not limited to: attend executive / league meetings; assist with MHDL tournaments; assist with MHDL awards banquet.

7.2 The Executive shall, subject to By-Laws or directions given by the majority vote at any meeting duly called and constituted, have full control and management of the affairs of MHDL.

7.3 There shall be three Executive members with signing authority, namely the President, Vice-President and Treasurer. All financial documents shall require two signatures. Those with financial signing authority cannot knowingly be related or residing in the same household, including common-law relationships.

7.4 The Executive shall have the authority to spend funds for the normal operation of MHDL. In addition, the Executive will have the authority to spend up to \$250 per instance on a non-recurring expense, not to exceed \$1000 per fiscal year.

- a) Under no circumstances will any credit/debit cards, or any other form of obtaining credit, be utilized under the MHDL name.
- b) All purchases to be charged to MHDL must meet Executive approval.

## **8. AMENDMENTS TO THE BY-LAWS**

8.1 The articles in the By-Laws may be rescinded, altered or added to, if passed by a majority vote of members in attendance at any general meeting, provided criteria for due notice of motion has been met.