

BYLAW RELATING GENERALLY TO THE CONDUCT OF
THE REGINA DIVING CLUB INC.

***A NON-PROFIT ORGANIZATION INCORPORATED
PURSUANT TO THE NON-PROFIT CORPORATIONS ACT***

ARTICLE I

NAME

The name of the organization shall be the Regina Diving Club Inc., herein referred to as the "Association".

ARTICLE II

PURPOSE

1. To establish an organization for people of all ages to participate in the sport of diving as athletes, officials, coaches and instructors.
2. To foster the development of the sport of diving, both for recreation and competition, in the City of Regina.
3. To provide a program of training and competition at both provincial and national levels for divers with extraordinary diving skills.

ARTICLE III

MEMBERSHIP

1. Divers and their parents or legal guardians shall apply for membership in the Association by completing the required registration form as specified by the Board of Directors.
2. Divers and their parents or legal guardians shall become members of the Association upon payment of the required registration fee and completion of the required code of conduct forms.
3. Each member of the Association who has reached the age of majority and who remains in good standing (fees paid) shall be entitled to vote at general and special meetings of the Association.
4. Any other person who is approved by two-thirds of the Board of Directors and has paid the appropriate fees may become a member of the Association.
5. Each contract coach who has reached the age of majority shall be a voting member of the Association.
6. Membership in the Association may be revoked by a two-thirds majority vote of the entire Board of Directors.
7. Membership shall expire on August 31 in each year.

ARTICLE IV

BOARD OF DIRECTORS

1. The Board of Directors shall consist of up to eleven members, including the immediate Past-President. Terms will be two years and shall expire at the corresponding Annual General Meeting. Initially, six members will have two year appointments and five members will have 1 year appointments in order to stagger term expiration. Following 2016/2017, subsequent terms approved will be two years.
2. The vacant Board of Directors' position shall be filled through a vote by a show of hands of the members at the Annual General Meeting, unless any member submits a written request for a vote by secret ballot at a minimum of 15 days prior to the date of the Annual General Meeting.
3. A) A retiring member of the Board of Directors shall be eligible for re-election provided, however, that all Directors shall be limited to three consecutive terms, or 6 years, as a member of the Board of Directors. Three exceptions to this article are: 1) the Past President may sit for seven years; 2) if more than one-half of the Directors in any one given year resign or complete their three consecutive terms on the Board, another Director may sit for an additional year,; 3) with the consent of the membership at the Annual General Meeting, a Director may remain on the Board longer than three terms.
4. A retiring board member shall continue in office until a replacement has been duly elected. The current elected Board of Directors shall elect from their membership a President, Vice-President, Secretary, and Treasurer at their Board meeting immediately following the Annual General Meeting.
5. Only members of the Board of Directors shall be entitled to vote at Board meetings.
6. A simple majority of Board members shall constitute quorum for a meeting of the Board of Directors; and there shall be no proxy vote at any meeting of the Association.
7. Members of the Board of Directors shall receive 48 hours notice of any meeting provided, however, said notice may be waived in writing by any member of the Board.
8. The Board of Directors shall regulate their meetings as they may determine.
9. Members of the Board of Directors will not receive any remuneration whatever; but may be reimbursed for out-of-pocket expenses upon application and at the discretion of the Board of Directors.
10. In the event a vacancy occurs on the Board of Directors, such vacancy, however caused, may be filled from the members of the Association by a two-thirds majority vote of the entire Board of Directors. Otherwise, such vacancy shall be filled at the next annual meeting of the members. Any director who is appointed to fill a vacancy shall hold office until the next annual meeting of the members.
11. The president shall be Chairperson of the Board of Directors. Each director shall have one vote. In the event of a tie vote, the Chairperson shall cast the deciding vote, but otherwise the Chairperson shall not vote.

12. Minutes of the Board of Directors meetings shall be recorded by the Secretary and shall be available to any member upon request.

ARTICLE V

OFFICERS

1. The President shall preside at all general meetings of the Association and at all Board meetings. The President shall be an ex-officio member of any committee.
2. In the absence of the President, the Vice-President shall perform the duties of the President.
3. The Treasurer shall be responsible for all financial matters relating to the Association and shall prepare a budget and financial statement for the association.
4. The secretary shall be responsible for taking minutes of all meetings and retaining the same in a Minute Book.

ARTICLE VI

GENERAL MEETINGS

1. The Annual General Meeting of the Association shall be held prior to January 31st of each year, on a date to be fixed by the Board of Directors. The President shall provide due notice of the date and location of the Annual General Meeting to all members at least 15 days in advance of the meeting.
2. A special General Meeting may be called by the President, but the president shall call a special meeting when requested in writing to do so by at least one-third of the voting members.
3. Notice of a general meeting shall be given to the members by email and by posting on the Association website 15 days prior to the meeting.
4. A quorum at any general or special meeting shall be those members attending said meeting, given the above notice periods were adhered to.
5. Voting at General Meeting shall be by a show of hands, unless any member submits a written request for a vote by secret ballot at minimum of 15 days prior to the date of the Annual General Meeting.
6. The last item on the agenda at the Annual General Meeting shall be the election of a Board of Directors for the ensuing year.
7. A copy of any Special Resolution shall be provided to the members in the notice of the Annual General Meeting. The notice of the Annual General Meeting also shall specify that copies of the Financial Statement of available on request from the Treasurer of the Association and will be available at the Annual General Meeting.
8. Resolutions relating to approval of the Financial Statements, appointment or non-appointment of any auditor, approval of "Ordinary Resolutions", and notice thereof shall not be requested to be given to the members prior to the Annual General Meeting. Any amendments to the articles of the Association shall be by Special Resolution.

9. Ordinary Resolutions shall require a simple majority for passage; Special Resolutions shall require a two-thirds majority for passage.

ARTICLE VII

COMMITTEES

1. The president may appoint, from the membership of the Association, such committees as deemed desirable to perform duties not charged specifically to some other person or committee.
2. Each member family within a regular program ("regular program" being defined as any training program other than Learn-to-dive) shall have at least one adult available to sit on a minimum of one committee from time to time unless a member family has a current representative on the Board of Directors, notwithstanding the "volunteer policy" of the Association.

ARTICLE VIII

DISCIPLINE OF MEMBERS

1. The Board of Directors shall have the right to discipline any member as provided herein and as further provided in the Rules and Regulations.
2. Any complaint against a member shall be made in writing to the President of the Association.
3. Upon receipt of any complain in writing, the President shall place the matter on the agenda for the next meeting of the Board of Directors, at which time the complaint and the member against whom the complaint is made shall be invited to be heard. After receiving the submissions of the complainant and the member against whom the complaint is made, the Board of Directors shall rule on the disciplinary action to be taken, if any, against such member. Instances where violation of the Rules and Regulations is a first offense, the President, in consultation with the Board, has the authority to issue a written warning without convening a meeting of the Board.

ARTICLEIX

RULES AND REGULATIONS

1. The Board of Directors may establish rules and regulations of the Association, typically found in the Handbook, which deal generally with the manner in which members conduct themselves within the Association, whether as divers, parents, coaches, officials, or instructors.
2. Each member of the Association shall be bound by the terms of the rules and regulations and the By-Laws of the Association.