

BY-LAWS
ALBERTA WHITEWATER ASSOCIATION
REVISED NOVEMBER 27, 1988
SPECIAL RESOLUTION November 25, 1995 & February 15, 1997

NAME

The name of the organization shall be the Alberta Whitewater Association, hereinafter referred to as the AWA.

MEMBERSHIP

Membership in the AWA is open to any group (club). Groups (club) membership shall be at a certain fee (club fee) plus a certain fee for each Member who joins, both shall be determined by the current executive.

Membership fee shall be determined by the current executive. The executive has the right to refuse the application of any group (club). Membership in the AWA is not transferable

Individuals may join the Association directly under the following conditions:

- a) Individual membership fee is 50% higher than an individual membership obtained through an affiliate club.
- b) Individual members would not have any voting rights at the Association AGM or any other meetings of the Association
- c) Individual members would be allowed to participate in all AWA sanctioned events and be allowed on the Provincial Team but would be excluded from access to funding until they prove the VP Competition, in writing, proof that they are members of an affiliate club. Any funding would only start from the date of receipt of said proof and will not, under any circumstances, be retroactive.
- d) Affiliate club would have to credit such individuals an amount, equal to half the AWA individual membership paid by the individual against the current club membership fee at the time of joining the club.
- e) The individual is solely responsible for requesting their credit from any affiliate club, which they may join, and to provide proof of payment of their individual AWA membership to the affiliate club.

RIGHTS AND OBLIGATIONS OF MEMBERS

- a) Membership is open to any club or group whose application is passed by the executive and who has paid such fee as may from time to time be set by the executive. Only paid up members shall have the right to vote.
- b) A club or group shall be represented at a meeting by the attendance of its representatives. At any meeting where groups (clubs) have voting privileges the group (club) will be allowed the number of votes as determined under the Voting Privileges section of the by-laws.
- c) Members are required to keep in mind the objectives at the AWA and govern themselves accordingly in their paddling functions.
- d) All members shall provide the AWA secretary with an up to date list of their executive, showing names and addresses. All membership shall notify the secretary of any change of address or telephone number.
- e) In order to qualify for voting privileges a group (club) must submit the appropriate membership fee and enclosed membership list no later than thirty (30) days prior to the Annual General Meeting; this will be used to determine the number of votes any group (club) is entitled to. If the meeting is held after December 31, the voting privileges will be determined based on the number of members registered as at the end of December 31, as long as the above 30 day requirement has been met.

VOTING PRIVILEGES

A group (club) in good standing with the AWA may cast a minimum of two votes and a maximum of four votes as determined by the following member representation determination.

Number of Group (Club) Members	Number of Votes
5-29	2
30-59	3
60 plus	4

Groups (clubs) may cast votes at any general or special meeting by attendance of one representative per vote. These votes are to be used in electing executive members and deciding appropriate issues.

Members may Withdraw or be Expelled

A member may withdraw from the AWA by tendering its resignation in writing to the secretary, or may be expelled from the AWA by a resolution of the members, passed at the general or a special meeting called for that purpose.

Meetings

The Annual General Meeting of the AWA shall be held in Alberta for the purpose of electing officers and reviewing the previous and projected yearly program.

Regular meetings of the AWA shall be held on such days, such times, and such places as directed by the executive.

A quorum for a general meeting shall be considered twenty-five (25) percent of the regular membership. In the event that a quorum is not present at the time called for the meeting, the meeting shall stand adjourned for thirty (30) minutes, and after that time the members present shall be considered a quorum.

Notice of any General or Special Meeting shall be made to paid member groups (clubs) sixty (60) days in advance of the meeting date.

Executive meetings may be called at any time by the president. A quorum for any executive meeting shall be fifty (50%) of the executive members. The executive may hold its meetings at such a place or places, within the province of Alberta, as it may from time-to-time determine. Notice of any executive meeting shall be given to all executive members no later than twenty one (21) days in advance of the meeting date.

The president shall call a Special Meeting whenever a request for such a meeting, stating fully the objects of the meeting, is received by the secretary, and this request is signed by five (5) members or twenty-five (25) percent of the member groups (clubs). If the president, or any other officer acting for the Association, within fourteen (14) days after receiving a proper request as defined above for a Special Meeting, has not issued a notice calling for a Special Meeting not later than twenty-eight (28) days from the time of the request, the members themselves may convene a Special meeting within two months from the date of the request at a time and place they consider appropriate. A quorum at a Special Meeting shall be considered seventy-five (75) percent of the regular membership.

Fiscal Year

The fiscal year for the budget, membership purposes, and dues will be from January 1st to December 31st.

Executive

The executive shall consist of officers as follows: President, Vice Presidents, Secretary and Treasurer; plus any committee chairmen as may from time to time be appointed by the membership.

The executive shall have the power to recommend the chairmen for activities, reject applications for membership, call Special, Executive or General meetings, and interpret the rules and regulations whenever a question arises.

The AWA shall hold an Annual Meeting on or before February 1st each year, of which meeting due notice shall be given to all members. At this meeting there shall be elected a President, Vice President, Secretary and Treasurer. The officers so elected shall in fact be the directors and shall form a board and shall serve until their successors are elected and installed. Any vacancy during the year may be filled at the executive approval of any volunteer, or after an appropriate election should more than one person wish to assume the vacant position.

Duties of Officers

(a) President:

The president shall be an ex-officio member of all committees. He shall, when present, preside at all meetings of the society and of the board. In his absence, the President shall preside at any such meetings, and in the absence of both, a chairman shall be elected by the members to preside thereat.

The president with is executive shall issue an annual report at the end of each fiscal year.

The president shall have the right of a casting or second vote only when the members are equally divided on a question.

(b) Vice President:

The vice president shall serve in the absence of the president

(c) Secretary:

The secretary shall attend all meetings of the AWA and keep accurate minutes of the same. He shall have charge of the seal of the AWA, which seal whenever used shall be authenticated by the signature of the secretary and the president, or in the case of the death or inability of either to act, by the vice president. In the case of the absence of the secretary, his duties shall be discharged by such officer as may be appointed by the board. The secretary shall have charge of all the correspondence of the AWA and be under the direction of the president and the executive.

The secretary shall also keep a record of all the members of the AWA and their addresses, send all notice of the various meetings as required and shall collect and receive the annual dues or assessments levied by the AWA, such moneys to be promptly turned over to the treasurer for deposit.

(d) Treasurer:

The treasurer shall receive all moneys paid to the AWA and shall be responsible for the deposit of the same in whatever bank the executive may order. He shall properly account for the funds of the AWA and keep such books as may be directed. He shall present a full, detailed account of receipts and disbursements to the executive whenever requested and shall prepare for submission to the annual meeting a statement duly audited as hereinafter set forth, of the financial position of the AWA and submit a copy of the same secretary for the records of the club. The office of the secretary and treasurer may be filled by one person if any annual meeting for the election of officers shall so decide.

Audit of Books

The executive shall appoint one or more members to conduct an audit of the books, accounts and records of the secretary and the treasurer. The auditor(s) shall report to the annual meeting.

Inspection of Books and Records

Books and records of the AWA may be inspected by any member prior to or following any general meeting.

Remuneration

No officer or member of the AWA shall receive remuneration for his services

Exercise of Borrowing Powers

The AWA shall not borrow funds.

Amendments

The By-laws may be rescinded, altered or added to by an "Extraordinary Resolution" passed by a majority of not less than seventy-five (75) percent of such members entitled to vote, as are present at a General Meeting, of which one month's written notice specifying the intention to propose the resolution as an extraordinary resolution has been duly given.

Dissolution

In the event that the AWA be dissolved or otherwise cease to exist as a registered society the assets of the association shall be dissolved as follows:

1. All assets needed shall be used to pay any outstanding debts or other liabilities that the Association may have
2. All remaining assets shall revert to the Alberta Canoe Association
3. Failing this all remaining assets shall be distributed to worthy charitable groups and or societies as deemed appropriate by the executive of the AWA or other executors. Priority shall be given to water based sports or recreation groups.