
Beaumont Soccer Association BYLAWS

Article 1 – Name

The name of the organization shall be “Beaumont Soccer Association” hereinafter referred to as BSA.

Article 2 – Organization

BSA shall be composed of members hereinafter set out and shall be governed by a Board of Directors as stated in these Bylaws.

Article 3 – Affiliation

BSA shall be affiliated with Edmonton Minor Soccer Association (EMSA) also known as ASA Soccer District #8, and through them, the Alberta Soccer Association (ASA) and the Canada Soccer Association (CSA).

Article 4 – Membership

BSA shall be composed of the following members:

4.1 Any person having a vested interest in the well-being of registered players with BSA, residing in Alberta, being the full age of 18 years, who has completed the membership requirements and is in good standing with the Association, is eligible to become a Member of the Association with voting privileges at any General Meeting of the Association Membership.

4.2 Membership is automatically granted to the parents or guardians of registered players within the BSA outdoor or indoor seasons.

4.3 Those persons wishing to obtain membership without registering a player shall submit a written request to the board of directors requesting membership in the organization.

4.4 Any member wishing to withdraw from membership may do so upon a notice in writing to the Board through its Secretary. If any member is in arrears for fees or assessments for any year, such member shall be automatically suspended at the expiration of six months from the end of such year and shall thereafter be entitled to no membership privileges or powers in the society until reinstated. Any member upon a majority vote of all members of the society in good standing may be expelled from membership for any cause that the society may deem reasonable.

Article 5 – Membership Fees

5.1 Annual membership fees may be established by a majority of members present and entitled to vote at a General Meeting of BSA.

Article 6 – Annual General Meeting

6.1 The Annual General Meeting of the Association shall normally be held on or before August 31st of each year, said date to be determined by the Board.

6.2 At least 21 days' notice shall be given to all members of the Board, regular members and active members of the date, time, and location of the Annual General Meeting. Such notice to take the form of a mass email, posting on the BSA Website and notice on social media (i.e. Facebook or Twitter).

6.3 The order of business at the Annual General Meeting will be as follows:

Roll Call

Minutes of the previous Annual General Meeting

Business Arising from the Minutes

Reports

Unfinished Business

Goals and Work Plans

Budget

Amendments to the Bylaws

Election of Officers

New Business

Adjournment

Article 7 – Special General Meeting

7.1 A Special General Meeting may be called by the Board of Directors by its own motion.

7.2 A Special General Meeting shall be called within 30 days following the receipt of a written request signed by not less than 50 members of the association.

7.3 All members shall receive at least 14 days' notice of the date, time, and location of any Special General Meeting. Such notice to take the form of a mass email, posting on the BSA website and notice on social media (i.e. Facebook or Twitter).

7.4 Only the business for which a Special General Meeting has been called will be dealt with, except with the unanimous consent of the members present.

Article 8 – Rules of Order

All meetings of BSA shall be conducted in accordance with Roberts Rules of Order (current edition) insofar as they may apply.

Article 9 – Voting

9.1 Qualifying

9.1.1 Members in good standing shall have one vote.

9.2 Each member present shall be entitled to cast a vote, but not by any other member (i.e. no proxy votes).

9.3 At all meetings of BSA, voting shall be by a show of hands unless a vote by ballot is requested, and approved, by a majority of the Members. A simple majority shall reach decisions unless otherwise required by these Bylaws or Corporation Law.

9.4 If a vote by ballot is required, the chair shall appoint scrutinizers who shall total the votes and report them to the Presiding Officer, who shall announce the results to the assembly for the record

9.5 Candidates for the position of President must have served on the BSA Board for the year immediately preceding the AGM in which he/she seeks the position.

9.6 Candidates for the position of Treasurer must have served on the BSA board for the year immediately preceding the AGM in which he/she seeks the position.

Article 10 – Quorum

51% of Elected Board members in attendance shall form a quorum at any meeting.

Article 11 – Board of Directors

11.1 The business of BSA shall be conducted by a Board of Directors that shall consist of the Executive Committee, Directors and Coordinators.

11.2 The election of officers shall take place at the Annual General Meeting, except as required to fill vacancies as they arise.

11.3 Tenure for all positions shall be for one year commencing at the annual general meeting except the positions of President, Vice President, Treasurer and Technical director whose tenure will be for two years commencing at the annual general meeting. Odd years – Vice President and Treasurer, Even years – President and Technical Director

11.4 The Board of Directors should meet no less than 8 times annually.

11.5 Directors may be elected to the Board, or appointed by the Board. Directors are considered to be full members of the Board, with a voice and vote at Board Meetings, unless the Directorship in question is a paid appointment made by the Board.

11.6 Coordinators and paid Directors may be elected to the Board or appointed by the Board. Coordinators and paid Directors are not considered full members of the Board; they have a voice but no vote. Honorariums are not considered payment for positions.

11.7 The list of Directors and Coordinators may be altered or added to as necessary. Alterations or additions must be made by a duly approved motion at a Board meeting.

Article 12 – Duties of the Board of Directors

12.1 The Board shall be responsible to the Members of BSA.

12.2 The Board shall implement and control the policies, finances, and general affairs of BSA in discharging its responsibilities to the Members.

12.3 The Board has the power to make rules, regulations, and arrangements as to all matters of business, duties, management, regulations, or otherwise, so far as it is not already herein expressly provided for. In keeping with their duty to enforce all the laws all the time, and without waiting for an official protest or appeal, the Board shall immediately inquire into circumstances of any alleged irregularity which may be brought to its attention by a duly responsible officer or any Member and take appropriate action without delay. This shall in no way enable the complainant to gain anything personally there from.

12.4 The Board shall have the power to deal with all protests and appeals and all cases of discipline of any nature whatsoever arising out of games played under its jurisdiction and shall be empowered to use, if necessary, its authority in the preservation and enforcement of good order in accordance with the Bylaws of ASA and its affiliates.

12.4.1 The Board may make rules governing the practice and procedures in relation to appeals and hearings of any nature.

12.4.2 The Board, or its delegates, may at a hearing or appeal, receive and base its decision upon evidence adduced at the hearing or appeal, and considered by it to be credible or trustworthy in the circumstances of each case.

12.5 The Board shall not be responsible for any expenditures made, or any obligations assumed in the name of BSA by any members unless consent thereto has previously been given by the Board.

12.6 No director shall receive any compensation for performing their duties as a Director of BSA, other than reimbursement for out-of-pocket expenses incurred in the performance of their duties except as approved by a vote at a BSA Executive meeting.

12.7 Honorariums are not considered compensation and are approved at the Annual Budget Meeting

Article 13 – Duties of the Board of Directors

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- 13.1 President - The President shall preside at all meetings of BSA and shall be an ex-officio member of all committees. President is a 2-year term voted at the AGM on even years.
- 13.2 Vice President - The Vice President shall be the senior officer of BSA next to the President and shall perform the duties of the President in the event of absence, resignation, or inability to perform said duties. They shall have other duties as prescribed. The Vice President position is a two year term voted at the AGM on odd years.
- 13.3 Deleted
- 13.4 Secretary - It shall be the duty of the Secretary to attend all meetings of BSA and the Executive Committee and to keep accurate minutes of the same. Such minutes shall be maintained at all times and may be inspected after they have been accepted at the following meeting. The Secretary shall have charge of all the correspondence of the society and be under the direction of the President and the Board. The Secretary shall also keep a record of all the members of the society and their addresses and send all notices of the various meetings as required.
- 13.5 Treasurer - The Treasurer shall receive all monies paid to BSA and shall be responsible for the deposit of same in whatever Bank, Trust Company, Credit Union or Treasury Branch the Board may order. He/she shall properly account for the funds of BSA and keep such books as may be directed by the Board. He/she shall present a full detailed account of receipts and disbursements to the Board whenever requested and shall prepare for submission to the Annual General Meeting a statement of the financial position of BSA and shall submit a copy of same to the Secretary for the records of BSA. The Treasurer is a two year term voted at the AGM on odd years.
- 13.6 Directors at Large (3): Shall have no specific portfolio but duties as assigned by the Board of Directors of the BSA. They shall be utilized for project work within the BSA.
- 13.7 Information Management Director- Shall be responsible to manage the various electronic programs utilized within the BSA. Shall provide technical support.
- 13.8 Volunteer Director- Shall be responsible to co-ordinate and manage the volunteers of the BSA to ensure that adequate resources are available to carry out the tasks of the BSA.
- 13.9 Technical Director – shall be responsible to run the technical program and manage the technical team. Technical Director position is a two year term, voted at the AGM on even number years.
- 13.20 Equipment Director – shall be responsible for managing the purchase and storage of equipment based on a budget approved by the Board of Directors.

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13.21 Female Liaison Director – shall be responsible for managing the female programming within BSA and ensuring the participation of female coaches, referees, and players.

13.22 Tournament Director – (events director) assists the Board of Directors in ensuring compliance for annual events such as Soccerfest, Summer Splash, Parade, Age Specific events and Indoor tournaments

13.23 Fundraising Director – shall be responsible for obtaining AGLC licensing and maintaining a fundraising plan.

13.24 Facilities Director – shall be responsible for maintaining a relationship with the city of Beaumont and ensuring that all indoor/outdoor facilities are meeting the needs of the program. Any concerns or suggestions are to be brought to the attention of the Board of Directors.

Article 14 – Vacancies

Should a vacancy occur on the Board of Directors, the Board may appoint a person to fill the vacancy until the next Annual General Meeting.

Article 15 – Term Limits

15.1 No person on the Board of Directors or Executive Committee shall hold any one office for more than four (4) consecutive terms unless approved by a two-thirds (2/3) majority vote of all eligible board members.

15.2 Any director or officer, upon a majority vote of the Board of Directors present at a duly convened meeting, may be removed from office for any cause that BSA may deem reasonable.

Article 16 – Review of Financial Records

The books, accounts, and records of the Secretary and Treasurer shall be reviewed at least once a year by a duly qualified accountant or by two members of BSA elected for that purpose. A complete financial statement package for the previous year shall be presented at the Annual General Meeting. The fiscal year of BSA shall be August 1st to July 31st of the following year.

Article 17 – Inspection of the Records

The records of BSA may be inspected by any member of BSA upon giving 30 days written notice for arranging a time and place satisfactory to the officer or officers having charge of the same. Such records shall not be removed from the custody of the officer without Board approval. Each member of the Board of Directors shall, at all responsible times, have access to these records.

Article 18 – Monies Owing

18.1 All monies owing to BSA shall be due and payable on receipt of invoicing unless otherwise approved by the Board of Directors.

18.2 Penalties for late payment, or non-payment of monies due, shall be established by the Board of Directors.

Article 19 – Remuneration

Unless authorized at a General Meeting and after notice for same shall be given, no officer or member of the association shall receive any remuneration for their services. Honorariums are approved at Budget discussions and are not considered remuneration for services.

Article 20 - Borrowing

For the purpose of carrying out its objects, the society may borrow or raise or secure the payment of money in such manner as it thinks fit, and in particular by the issue of debentures, but this power shall be exercised only under the authority of the society, and in no case shall debentures be issued without the sanction of a special resolution of the society.

Article 21 – Amendments to the Bylaws by Special Resolution

21.1 All proposed amendments to the Bylaws shall be forwarded in writing to BSA no later than 30 days prior to the Annual General Meeting or Special General Meeting called for that purpose.

21.2 Copies of proposed amendments shall be published on the BSA web site and available to all members not less than 21 days prior to the General Meeting at which they will be considered.

21.3 Amendments to the Bylaws will require a three-quarters (3/4) majority vote of those present at the General Meeting unless otherwise required by Corporation Law.

21.4 Only members of BSA in good standing shall be permitted to propose amendments to these Bylaws.

Approved on Date: Approved

Change Control

Change Description	Approved on Date
Multiple changes made to the Bylaws in the following sections: 1, 3, 6.1, 6.2, 7.3, 10, 11.1, 11.3. 1, 21.23.6, 16 Sections added: 11.6, 11.7, 11.8, 15.2	January 21, 2013 at SGM
Changes made in Section: 13.2, 13.5, 13.6	
Changes made in the following sections: 4, 5.1, 9.1 13, 16	April 2018 at AGM
Changes made in the following sections: 9.5	April 2019 at AGM
Changes made in the following sections: 4.1, 5.1, 6.2, 7.3, 11.4, 11.5	May 2020 at AGM
Changes made in section 15.1	April 30, 2023 at AGM
Changes made in the following sections: 1, 6, 10, 11, 16	April 21, 2024 at AGM