

EDMONTON BASKETBALL ASSOCIATION

BY-LAWS

ARTICLE 1 - INTERPRETATION

- Sec. 1.** Any reference to the male gender shall be construed to include the female gender or vice versa unless the context otherwise requires.
- Sec. 2.** The terms "ASSOCIATION" or "E.B.A." herein used throughout shall mean and include the Edmonton Basketball Association.
- Sec. 3.** "Director" includes a Member of the Board of Directors, Member of the Executive Committee and any person occupying such a position by whatever name called.
- Sec. 4.** "League" means the basketball league conducted by the Association.
- Sec. 5.** "Team Representative" means a representative appointed in accordance with Article 7, Section 1.
- Sec. 6.** "Season" means Seeding Round, Regular Season and Playoff games.

ARTICLE 2 - NAME

- Sec. 1.** The name of the Association shall be the "EDMONTON BASKETBALL ASSOCIATION" and shall be incorporated under the Societies Act of Alberta.

ARTICLE 3 - FISCAL YEAR

- Sec. 1.** The fiscal year of the Association shall begin on 1st day of June and end on the 31st day of May the following year.

ARTICLE 4 – ASSOCIATION AND MEMBERSHIP IN ORGANIZATIONS

ARTICLE 5 – ORIGINATING ORGANIZATIONS

- Sec. 1.** The Edmonton Basketball Association was formed on 24 November 1975 from the following organizations which ceased to operate, namely:

- i.) The Edmonton Women's Basketball Association;
- ii.) The Edmonton Men's Senior B Basketball Association;
- iii.) The Edmonton Men's Senior A Basketball Association.

The Association shall therefore and hereafter assume the assets and liabilities of the originating organizations.

ARTICLE 6 – MEMBERSHIP

- Sec. 1.** The members of this Association shall be:
- i.) Players of teams registered with the Association;
 - ii.) Subscribers to the bylaws and those members who pay their membership fees as set down by the Board of Directors or Executive Committee.
- Sec. 2.** Application for registration and membership: All applications for teams wishing to participate shall be made in writing and forwarded to the Executive Committee. Individuals wishing to become members shall apply in writing to a member of the Executive Committee.

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- Sec. 3.** _____ The secretary shall keep a record of team membership and individual membership.
- Sec. 4.** _____ The Executive Committee will determine the Annual Registration Fees. All fees are due at the fall meeting.
- Sec. 5.** _____ The Association indemnifies the Executive Committee and the Board of Directors (Team Representatives) against any legal action arising from or in any way related to actions taken by them in such capacities on behalf of the Association.
- Sec. 6.** _____ Expulsion/Suspension of Members: The engagement of any criminal activities. Misuse, of association funds. Any person suspended deemed necessary by the Executive Committee. Such suspensions to be effected by the executive committee and shall be for a time period as specified by our affiliates or at the discretion of the executive committee.
- Sec. 7.** _____ A member wishing to withdraw from membership may do so upon a notice by telephone to the Board through the executive director.
- Sec. 8.** _____ Members voting rights can only be done in person. No other member may vote on there behalf.
- Sec. 9.** _____ Membership Fee per person will be \$10.00 per season, these funds will be held separate for the purpose of access to facilities.

ARTICLE 7- MEETINGS, ELECTION OF BOARD OF DIRECTORS

- Sec. 1.** _____ Each member (team) shall appoint one of its members to be their representative to the Association and said shall become a Director on the Board of Directors of the Association.
- Sec. 2.** _____ Directors: A Director may appoint a substitute to attend meetings and said substitute shall have full voting rights. A Team may change its representative at any time providing they notify the Executive Director in writing.
- Sec. 3.** _____ Meetings of the society may be called at any time by the Executive Director upon the instructions of the President or Executive Committee by notice in writing to the last known address, by Email, Fax or Telephone to the last known phone numbers of each member. Notification given will be seven days previous to the date of such meeting. A Special meeting shall be called by the President or Executive Director, setting forth the reasons for calling such a meeting, which shall be by Email, Fax or Telephone to the last know phone numbers to each member. Notification given will be seven days previous to the date of such meeting.
- Sec. 4.** _____ At the annual meeting the Board of Directors shall elect an Executive Committee, which shall consist of:
- i.) A President;
 - ii.) A Vice President;
 - iii.) A Treasurer;
 - iv.) A Secretary;
 - v.) Two (2) or more Directors
- The Executive Committee shall become voting members of the Board of Directors.
- Sec. 5.** _____ A chairman who shall be chosen at the annual meeting shall conduct the election of the Directors and the Executive Committee. If a ballot is demanded by any voting member present or by his/her substitute, the chairman may appoint as many scrutinizers' as he/she deems necessary.

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Sec. 6. Quorum at meetings of Members shall be, Twenty five (25) members in good standings. Quorum at Special meetings shall be, Twenty five (25) members in good standings. Quorum at meetings of the Board of Directors/Executive Committee shall be four (4).

Sec. 7. A team that is registered with the Edmonton Basketball Association must attend the annual general meeting. If any dispute arises whether a team was properly represented at the AGM, the sign-in sheet will indicate proof of attendance. At the AGM, the sign-in sheet will not be available before or during the meeting. Attendance sign-in will only be done after the meeting. Failure to sign-in will result in a \$100.00 fine per offense.

ARTICLE 8- DUTIES OF THE EXECUTIVE COMMITTEE

Sec. 1. The President shall:

- i.) Preside at meetings of the Board of Directors;
- ii.) Preside at meetings of the Executive Committee;
- iii.) Be Chief Administrator of the league and as such shall:
- iv.) Make day-to-day decisions of the organization;
- v.) Instruct the Executive Director in his duties;
- vi.) Supervise the other officers in their responsibilities;
- vii.) Make recommendations to the Executive Committee.

Sec. 2. The Vice-President shall:

- i.) Preside at meetings in the absence of the President;
- ii.) Be assigned duties by the President.
- iii.) Under the advice of executive committee and executive director, rule on protests with respect to fines and suspensions.

Sec. 3. The Secretary shall:

- i.) Keep the Minutes of the meetings of the Board of Directors;
- ii.) Handle the correspondence of the Organization as directed by the President.

Sec. 4. The Treasurer shall:

- i.) Hold the monies of the Organization in a Chartered Bank of Canada;
- ii.) Keep a detailed record of the financial affairs of the Organization;
- iii.) Issue cheques on behalf of the Association. Said cheques shall require the signature of two (2) members of the Executive Committee.

Sec. 5. The Directors shall:

- i.) Have such duties as may be assigned to them by the Executive Committee.

ARTICLE 9- EXECUTIVE COMMITTEE

Sec. 1. The Executive Committee shall be the governing body of the Organization and shall:

- i.) Set the policy of the Organization for the current season;
- ii.) Approve the expenditure of monies as set out hereafter;
- iii.) Rule on any appeals of decisions of the President or Executive Director;
- iv.) Set the annual registration fee for teams;
- v.) Approve the appointment of an Executive Director;
- vi.) Set the salary of the Executive Director;
- vii.) Make any plans, programs, fund raising that they desire, providing that such plans
- viii.) Do not obligate the organization to any long term obligations;
- ix.) May ask the full Board of Directors to ratify a decision they have made;
- x.) Request the President to call full meetings of the Board of Directors;
- xi.) May make a decision on any matter not specifically covered in the By-Laws;

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Sec. 2. Subject to sub-section (a) below any member of the Organization may ask to be heard by the Executive Committee providing he request such a hearing in writing, stating the reasons for his request. Whether the Executive Committee conducts such a hearing is in the sole discretion of the Executive Committee.

(a) The Executive Committee's decision regarding protests, rules, and day-to-day operation cannot be appealed. Simple majority using a show of hands shall make decisions of the Executive Committee.

Sec. 3. As determined by the Board of Directors, annual Honorariums shall be given to all teams whose members have been appointed to executive committee.

ARTICLE 10-EMPLOYMENT AND DUTIES OF AN EXECUTIVE DIRECTOR

Sec. 1. The Executive Committee on the advice of the President may hire an Executive Director each season. The Executive Committee shall set the salary of the Executive Director. The Executive Committee may in addition to the salary paid the Executive Director enter into agreement with him for the administration of special projects (e.g. fund-raising).

Sec. 2. The Executive Director shall:

- i.) Schedule Games;
 - ii.) Keep such statistics as directed by the Executive Committee;
 - iii.) Arrange Gyms;
 - iv.) Arrange Referees;
 - v.) Administer the day to day activities of the league;
 - vi.) Attend meetings of the Executive Committee and Board of Directors;
 - vii.) Hire staff as directed by the Executive Committee.
- a) Rule on any protests and violations, as described under the rules or Bylaw of the Association, or as directed by Executive Committee;
 - b) Suspend members or teams for violation of the rules or unsportsmanlike conduct;
 - c) Take disciplinary action for the violations of the rules or Bylaws of the Association.
 - d) Make recommendations to the Executive Committee.

ARTICLE 11 - PROTESTS

Sec. 1. Any team wishing to protest a game must file a protest in writing within 48 hours of the game to the Executive Director. All such protests must have a cheque made payable to the Association in the amount of fifty dollars (\$50.00). Said fifty dollars will be forfeited if the Executive Director rules the protest invalid. If the team protesting wishes to appeal the decision to the Executive Committee, they must have at least two (2) Directors request their appeal be heard.

ARTICLE 12 - FINANCIAL

Sec. 1. The following expenditures may be made with the approval of both the Treasurer and Executive Director:

- Referees' bills;
- Printing;
- Stationary supplies;
- Postage;
- Secretarial services (not to exceed \$100.00).

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Sec. 2. _____ The following expenditures may be made with the approval of the Executive Committee only:

Executive Director salary;
Projects (fund raising);
Equipment;
All other expenditures not specifically mentioned in the Article.

Sec. 3. _____ The following expenditures may be made with the approval of the Board of Directors only:

Projects that cannot be paid out of the current seasons' budget.

Sec. 4. _____ Exercise of Borrowing Powers: For the purpose of carrying out the objects of the Edmonton Basketball Association, the Directors may from time to time:

Borrow money on credit of the Society;
Issue, sell or pledge securities of the Society; and
Charge, mortgage, hypothecate or pledge all or any part of the real and personal property of the Edmonton Basketball Association, including book debts, rights, powers, franchises or undertakings, to secure any securities or any monies borrowed or other debt, or any other obligation or liability of the Edmonton Basketball Association.

Sec. 5. _____ Where upon the League no longer exists the Dissolution of funds shall go the charitable organization know as the Edmonton Youth Basketball Association.

Sec. 6. _____ A team must maintain a bond of \$ 300.00 each season for payment of penalties. If the team exceeds this a request to refill bond will be made to the team.

ARTICLE 13 - REMOVAL OF AN OFFICER

Sec. 1. _____ The President may recommend the removal of a member Of the Executive Committee if he feels the member is not able or willing to fulfill his duties. The Executive Committee shall confirm the removal by a majority vote. The President may appoint a member to complete the term of the removed member.

ARTICLE 14 - REMOVAL OF THE PRESIDENT

Sec. 1. _____ Any two (2) members of the Board of Directors may request the Board of Directors to remove the President from office. The Board of Directors shall have the right to remove the President from office by a 2/3-majority vote. The Board of Directors shall the appoint one (1) of the Vice-Presidents to assume the duties of the President for the balance of his term. If neither of the Vice-Presidents is willing to assume the Presidency, the Board of Directors shall appoint a President from among them.

ARTICLE 15 - TERMINATION OF AN EMPLOYEE

Sec. 1. _____ Executive Director: The President may recommend the termination of the Executive Director. The Executive Committee shall then decide by a simple majority vote.

Sec. 2. _____ Other Employees: The President may terminate the employment of any employee of the organization.

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ARTICLE 16 - PLAYER REGISTRATION

Sec. 1. Each team may register a maximum of 20 players per season.

Sec. 2. Any player playing for any other team in any other league at any time during the season is ineligible to play in this League except as herein provided. If a player wishes to play in two leagues they must have permission by the Executive Committee and 100 % acceptance by the teams in the division the player wants to play in.

Sec. 3. To be Eligible, a player must participate in:
a) One of the seeding round game to be eligible for regular season games
b) One seeding round game and two regular season games to be eligible for playoff games.

Sec. 4. No High School student is eligible without prior approval of the Executive Director.

Sec. 5. A team which wishes to register a player who is unable to play in the seeding round may request the Executive Director to register such a player. As recommended by Executive Committee, the Executive Director may register such player if he feels it is in good sportsmanship and if the reason for such request is valid. Such requests must be made in writing by December 25 of the current season. The team wishing to add a player after the seeding round must provide the league with the player's basketball experience, height and a valid reason for signing. Executive Committee has the decision to remove this player if the player becomes a difference to the division.

Sec. 6. A player may not change teams during the season unless he has a signed release from the team he is leaving and has the further approval of the Executive Director.

Sec. 7. All inquiries relating to player registration must be made in writing to the Executive Director. All communication from the Executive Director regarding player registrations must be in writing (which includes facsimile transmissions) or via telephone.

Sec. 8. Team player registration forms (the "Registration Forms") must include Name, Address, Postal Code, Telephone Number, Uniform Number, Age and Email Address of each member. The Registration Forms and Liability Waiver Forms (the "Waiver Forms") must be received by the Executive Director by the day after the last game of the first seeding round.

If the Registration Forms and Waiver Forms are not received by that time the team will be fined \$50.00. If the team proceeds to play subsequent games before which the Registration Forms and Waiver Forms are received they will forfeit their 2 points if they win that game. Players who have not completed, signed and forwarded the Waiver Forms will not be eligible to play, after the seeding round.

Sec. 9. Team player registered in the over thirty five (35) league, must produce a photocopy of either a Birth Certificate or Driver's License. This will form part of the teams' registration form. Player must be 35 by December 31 of the current year.

Sec. 10. All players are required to carry photo identification to all games if eligibility challenged before or any time during the game. Players without ID or refuse to show it will be recorded on the score sheet and be considered an ineligible player. If they sit the remainder of the game, play will resume and the executive will rule on the game afterwards. However, a team will forfeit that game, if said player continues to participate in that game. Further penalty can be made by the executive afterwards.

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ARTICLE 17 - MANNER OF MAKING, ALTERING AND RESCINDING BY-LAWS

Sec. 1. The by-laws of the Society shall not be altered or added to except by a special resolution of the Society.

Sec. 2. For all purposes of the Society "special resolution" shall mean a resolution passed by a majority of not less than three-fourths of such members entitled to vote as are present in person or by proxy at a general meeting of which notice specifying the intention to propose the resolution as an extraordinary resolution has been duly given.

ARTICLE 18 - RULES AND PENALTIES

Sec. 1. Games shall be officiated as laid down by the Edmonton Referees Basketball Association. Game officials not only have the right to eject players from the game, but also have the right to eject players from the gym.

Sec. 2. If any player strikes a game official, he shall be suspended from league play at least one (1) full season. If any player threatens a game official he may be suspended from league play in the discretion of the Executive Committee.

Sec. 3. Any player ejected from a game for unsportsmanship conduct, Technical fouls, or a flagrant foul shall be subject to an automatic suspension for the next league game with the right to further action reserved by the Executive Committee. It shall be the opposing teams' responsibility to advise the Executive Committee of such incidents immediately. If the player that was ejected from the game does not seat out the next game and his team wins, that team shall forfeit its two (2) points for that win. The team who allows a player to play while under suspension shall pay a fine of \$150.00 per game played by that player. If the suspended player plays a second time, the team shall again lose two (2) points should they win, and their next game shall be cancelled. The team will also pay the league for the costs of cancellation of the game. It will then be the responsibility of the team representative to contact the Executive Director and file for re-instatement into the league for their team.

Sec. 4. A player ejected for a second time in the season for any reason stated in section 3 shall not play in any further games until he receives the approval of the Executive Committee. It shall be the responsibility of the team to which that player belongs to seek such approval.

Sec. 5. Each team shall provide a good quality ball with a "leather" covering. The referee shall make the decision on which ball to use.

Sec. 6. All teams shall bring a stop clock to their games outside the Saville Centre.

Sec. 7. All team members must wear properly numbered jerseys (front and back) of the same color. Such uniforms must be used by the end of the first seeding round of the current season. Penalty will be loss of two (2) points if the team using improper jerseys has won the game in question. The league will allow only one player with an improper uniform after the first seeding round.

Sec. 8. If any team cannot field five players within fifteen (15) minutes of the scheduled starting time and have the score sheet completed, the game shall be defaulted and the score recorded as 20-0. If a team defaults a game it shall pay a fine of \$150.00 PER GAME. In determining standings for playoffs if a tie occurs in the league standings and one (1) of the teams has defaulted a game, the advantage goes to the team that did not default.

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- Sec. 9.** The winning team of each game shall fax or email the score sheet to the Executive Director within 2 business days of completing that game. If the score sheet is not sent within 2 business days the winning team will forfeit the 2 points awarded for that game. If any discrepancies show that the Executive Director did not receive the score sheet, the winning team must show proof of the fax by way of the original score sheet and fax transmittal slip. Completed score sheets may also be placed in the EBA drop box at the front desk of the Saville Centre.
- Sec. 10.** Each team must provide either a scorekeeper or a time-keeper for each game. If a team has not provided same, the referee shall pick a player from the team to act as scorekeeper or timer.
- Sec. 11.** Teams are subject to the rules of the Edmonton Grads Basketball Centre Agreement Schedule. Any team which has violated such rules is subject to disciplinary action by the Executive Director and Executive Committee. Any violation of these rules shall be reported immediately to the Executive Director by the team whose member is involved in such violation.
- Sec. 12.** All teams must control their fans at a game and a team may be sanctioned in respect of any fan that violates the rules referred to in Section 11 above.
- Sec. 13.** The team representative must inform the Executive Director seven days in advance to cancel the team's practice gym. If the team representative fails to do so, the team will be charged the full amount of the rental cost
- Sec. 14.** Use of other facility equipment is strictly forbidden.
- Sec. 15.** Children must be kept off of the facility equipment at all times.
- Sec. 16.** Any injury of a serious nature to any player or fan incurred during play in a game or in the gym shall be reported immediately to the Executive Director by the team to which that member belongs or to which that fan is connected.
- Sec. 17.** Any unsportsmanlike action relating to or in any way connected with a league game may be dealt with by the Edmonton Basketball Association.
- Sec. 18.** Teams using an ineligible player shall forfeit all games in which said player played.
- Sec. 19.** If a player has played for a team, which is indebted to the league from a present or past season, that player may not join a new team until he/she has paid to the Edmonton Basketball Association an amount equal to 1/10 of such debt.
- Sec. 20.** Teams are subject to a \$25.00 fine in the event that the score sheet is not filled out properly or completely. Both teams are required to ensure that all player's numbers and surnames are included in legible form on the score sheet. In addition, the winning team shall ensure that the following information is completed and included prior to submission of the score sheet: Team Name, Court Number, points totaled for all players, and Report on Officials.
- Sec. 21.** It will be mandatory that all teams provide an Email Address so that the league can correspond with the team representative.
- Sec. 22.** Individuals are responsible for ensuring their capacity to perform on the court is not impaired by the use of alcohol or drugs, and that the use of such substances does not put at risk themselves or any other person's health and safety. EBA members and their spectators are not to attend games while under the influence of alcohol or illegal drugs as to not endanger their own safety or the safety of any other person on the court.

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Sec. 23. Game cancelation guidelines: 72 hours' notice is required. Rescheduling fee of \$100.00 is at the cost of the team cancelling the game. The team cancelling will be charged for the cost of the gym whether or not the game is rescheduled. As well, the opposing team has to agree to the reschedule. If the game is not rescheduled, the win will go to the team who did not request the change.

ARTICLE 19 - RECORDS AND RECORD-KEEPING

Sec. 1. Custody and Use of the Seal of the Edmonton Basketball Association:

- i.) The Board of Directors may adopt a seal which shall be the common seal of the Edmonton Basketball Association;
- ii.) The common seal of the Edmonton Basketball Association shall be under the control of the Executive Committee, and the responsibility of its custody and use from time to time shall be determined by the Executive Committee.

Sec. 2. Preparation and Custody of Minutes of Proceedings of Meetings of the Edmonton Basketball Association and of the Directors and Other Books and Records of the Edmonton Basketball Association:

- i) The Directors shall see that all necessary books and records of the Edmonton Basketball Association required by the By-laws of the Edmonton Basketball Association or by any applicable statute or law are regularly and properly kept.
- ii) The books of accounts shall be kept at such place in Alberta as the Directors think fit and shall at all times be open for inspection by the Directors. The secretary or some other officer specifically charged by the Board of Directors shall maintain and have charge of the Minute Book of the Edmonton Basketball Association and shall record or cause to be recorded therein minutes of proceedings of all meetings of members and Directors.

Sec. 3. Time and Place (if any) at which the Books and Records of the Edmonton Basketball Association may be inspected by Members;

The Directors shall from time to time determine whether and to what extent and at what times and places and under what conditions or regulations the accounts and books of the Edmonton Basketball Association or any of them shall be open to inspection of members not being Directors, and no member (not being a Director) shall have any right of inspecting any account or book or document of the Edmonton Basketball Association except as conferred by a By-law or authorized by the Directors or by resolution of the members, whether previous notice thereof has been given or not.

Sec. 4. Audit Accounts:

The Board of Directors may from time to time appoint an auditor or auditors to hold office for such period of time as the Directors may determine.

A Director, Officer, manager, member or any employee of the Edmonton Basketball Association or any person who is a partner or in the employment of any of the aforesaid, shall not, without resolution of the members of the Edmonton Basketball Association, be capable of being appointed auditor of the Society.

The auditor shall make a report to the members and Directors on the accounts examined by the auditor in preparation of the balance sheet and statement of income and expenditures laid before the Edmonton Basketball Association at any annual meeting during their tenure of office, and the report shall state:

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- (a) Whether or not they have obtained all information and explanations they require;
- (b) Whether in their opinion the balance sheet referred to in the report is properly drawn up as to exhibit a true and correct view of the state of the Edmonton Basketball Association's affairs as to the date of the balance sheet and the result of the operations for the year ended on that date according to the best of that information and the explanations given to them, and as shown by the books of the Edmonton Basketball Association.

Every auditor of the Edmonton Basketball Association shall have the right of access at all times to all records, documents, books, and vouchers of the Edmonton Basketball Association and is entitled to require from the Directors and Officers of such information and explanation as may be necessary to the performance of the duty of the auditor.

ARTICLE 20 – INCLEMENT WEATHER POLICY

- Sec. 1.** If team representatives are not contacted by the Executive Director, then they are to assume games are on.
- Sec. 2.** However, on a bad, snowy day, should games be on regardless, the Executive Director will make a posting on the website before the first games' start times.
- Sec. 3.** If games are to be cancelled due to inclement weather, the Executive Director has permission to move funds to cover the cost of gym and referee fees (if charged).