CONSTITUTION

NORTH BAY “Y” TITANS SWIM TEAM INCORPORATED

**Article I – Definitions**

This society, known as the North Bay Y Titans Swim Team, shall hereinafter be referred to as the “Club”, and by the abbreviation (NBYT).

**Article II – Purpose**

1. To promote amateur competitive swimming in North Bay and area, within the jurisdiction of Swim Ontario and Swim/Natation Canada.
2. To coordinate the competitive swim programs and the use of the facilities at available North Bay pool complexes.
3. To encourage membership from the public at large to train toward competitive swimming.
4. To host and participate in Club competitions.
5. To attend and participate in other Clubs’ competitions.
6. To provide opportunities for the pursuit of excellence in competition.

**Article III – Membership**

1. Membership shall be open to the public at large within the noted categories.
2. Membership is open to all swimmers ages 6 years and up.
3. Membership is open to those swimmers who have the initiative, desire and technical swimming ability as determined and required by the Head Coach.
4. All members are required to obtain a membership with the North Bay YMCA as directed by the Executive at the beginning of each swim year. All swimmers must register with Swim Ontario.
5. The membership fee in the Club shall be an annual fee, which shall be fixed by the Executive prior to the commencement of each swim year.
6. To maintain membership in the Club, a member must ensure there are no arrears in fees, as per policy (see Appendix A).

**Article IV – Officers of the NBYT Executive**

 **Section 1. The following are the Officers of the Executive:**

1. The voting Executive Committee shall consist of the following elected officers: President, 1st Vice-President, 2nd Vice-President, Secretary, Treasurer, Past President, Blue Sky Charity Association ‘BSCA’ Representative and two (2) Members-at-Large

**Section 2. of the Executive**

Responsibilities of the President of the Executive shall include:

**Section 3. 1st of the Executive**

Responsibilities of the 1st Vice - President of the Executive shall include:

1. ,
2. To coordinate the activities of the Club.

**Section 4. 2nd Vice-President of the Executive**

Responsibilities of the 2nd Vice - President of the Executive shall include**:**

1. To preside over meetings and to run the affairs of the Club when the President and/or 1st Vice-President has other commitments
2. To coordinate the activities of the Club,
3. Performs other duties as assigned by the President or the Executive

**Section 5.**

Responsibilities of the Past President of the Executive shall include:

1. To coordinate the activities of the Club
2. Performs other duties as assigned by the President or the Executive

**Section 6.**

Responsibilities of the Secretary of the Executive shall include

1. preparing and distributing Council agendas and minutes, as directed by the Executive Committee;
2. keeping a record of attendance, regrets and votes registered in advance;
3. receiving any notices of motion or other communications from committees and individual councilors, and distributing them to the Executive Committee

**Section 7.**

Responsibilities of the Treasurer of the Executive shall include

**Section 8.**

Responsibilities of the BINGO Coordinator of the Executive shall include

1. (s)

**Section 9. Member-at-Large**

**Responsibilities of the Member-at-Large of the Executive shall include:**

1. To coordinate the activities of the Club
2. Performs other duties as assigned by the President or the Executive

**Article V – Rights and Responsibilities of the NBYT Executive**

1. .
2. The Executive Committee shall, subject to the policies or directions given it by the majority vote at any meeting properly called and constituted, have full control and management of the business affairs of the Club.
3. Meetings of the Executive Committee shall be held at least once per month, or at the call of the Chair. Each officer shall have one vote, except the Chair who will vote only in the case of a tie. The Executive may, as required, invite any or all Club members and parents to attend all or part of certain meetings with the right to speak on a topic or topics, or give general input as requested by the Executive. Such persons will have no vote.
4. A special meeting may be called on the instructions of any two officers of the Executive Committee, provided they request the President to call such meeting, and state the business to be brought before the meeting. The Executive may request the presence of any persons or committee if the business of the meeting may benefit from such.
5. A quorum shall consist of 50% of the Executive Committee, plus one additional executive member. Meetings shall be held without notice if a quorum of the Executive Committee is present, provided, however, that any business transactions at such meetings are ratified at the next regularly scheduled meeting of the Executive Committee; otherwise, they shall become null and void.
6. The Executive shall:
* Call meetings in accordance with the Constitution
* Establish an annual budget for the operation of the Club and maintain same
* Obtain permission by means of majority vote for all non-budgeted expenditures
* Establish fee schedules and coaching fees and stipends as necessary
* Make such additional rules and regulations, when required, as necessary to comply with this Constitution and By-laws of the Club.
* Define the additional duties to persons working within the club to comply with the Constitution and By-laws of the Club.
* Conduct all business in the name of the Club and use the Club address where practical
* Have full authority to deal with all matters pertinent to the administration and operation of the Club.

**Article VI – Annual General Meeting**

The Club shall hold an Annual General Meeting on or before the 30th of June each year, of which meeting due notice of one month will be given to all members and parents. At this meeting there shall be an election of Officers as outlined in Article IV of this Constitution. Any member 18 years of age or older or any parent of any member in good standing shall be entitled to submit nominations at the Annual General Meeting, and shall be eligible for any office within the Club. Following June’s meeting, the newly formed Executive will take office August 1st. The old and new Executives will work together during the transition period to the end of July in order to honor prior commitments.

**Article VII – General & Special Meetings**

General and special meetings shall be held at the call of the President or if he/she is absent, at the call of the Vice-President, or by any five members in representation to the President, or in his/her absence to the Vice-President. General meetings shall be held when possible, for the purpose of effecting communications between the Executive and the member’s parents and reporting and promoting programs and activities. A notice of meeting shall be given at least seven days prior to the date of the meeting, by any means appropriate to inform the general membership or parents. If the President and Vice-President are not present at the meeting, the meeting will elect a Chairperson for the purpose of the meeting only. Then members/parents in good standing shall constitute a quorum at any meeting.

**Article VIII – Voting**

Any member 18 years of age or older or any parent of a member in good standing shall have the right to vote at any general meeting of the Club.

At the Annual or General meetings, voting shall be as follows:

1. voting on all Club business, except for the election of Officers, normally shall be by the show of hands; however, any member/parent may request, and receive a secret ballot on any vote.
2. the election of Officers shall be by secret ballot
3. in all voting, a simple majority of those eligible voters in attendance decides, except as otherwise provided
4. the President will only vote to break a tie
5. in the event of a tie in the election of Officers, a second ballot will be held; in the event of a tie on the second ballot, a toss of the coin will decide the elected person
6. no proxy voting is permitted

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