



***RIVER VALLEY  
BASKETBALL  
ASSOCIATION***

**CONSTITUTION**

**EFFECTIVE APRIL 2013**

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# CONSTITUTION

## Article 1 - Name

The Association shall be known as the "**River Valley Basketball Association**".

## Article 2 - Objectives

- a) To foster, promote and regulate basketball in the Greater River Valley area.
- b) To ensure, where reasonably practical, that any area youth under the age of eighteen (18) years, who wishes to play basketball, will be afforded the opportunity to participate in the applicable age division. Age cut-off date is 31 December for determining eligibility.
- c) To affiliate with Basketball New Brunswick, abide by its Constitution, and be a member in good standing.
- d) To communicate with other basketball associations, to promote the exchange of ideas, and the development of inter-area play.
- e) To promote the highest degree of sportsmanship, with the emphasis on the molding of our youth as better citizens, through play and team work.
- f) The Association shall be operated as a not-for-profit organization, with no monetary gain to any members of the Association. Any funds accrued by the Association shall be used in promoting the objectives of the Association.

## Article 3 - Interpretation

The following words shall be interpreted in the Constitution:

- a) Association shall mean the River Valley Basketball Association.
- b) By-Law(s) shall refer to the Constitution and By-Laws of the River Valley Basketball Association.
- c) Board of Directors shall refer to the officers of the Association, as outlined in the Constitution.
- d) Member shall refer to a member as outlined in Article 5 of the Constitution.

## Article 4 - Residency

The Association shall be located in the town of Grand Bay–Westfield, New Brunswick.

## **Article 5 - Membership/Voting**

Membership with voting privileges to the Association shall include:

- a) Members of the Board of Directors.
- b) One recognized and approved designate from each team registered with the Association.
- c) A parent of a registered player – voting limited to one vote per family, regardless of number of registered players in the family.
- d) A person may only vote in one of the above capacities during a meeting of the Association.

At meetings of the Association all Members except the Chairman shall have voting privileges – if the result of a vote is a tie, the Chairman shall cast the deciding vote.

Membership with non-voting privileges shall include:

- a) Any person granted an Honorary Membership to the Association.
- b) The immediate Past-President.

### Term of Membership

The length of term of membership shall be 1 (one) year. A year in the Association shall be from one Annual Meeting to the next.

## **Article 6 - Board of Directors of the Association**

### Board of Directors

The Board of Directors of the Association shall be responsible for the administration of the affairs of the Association between Annual Meetings, and form the governing body of the Association. The Board of Directors shall act in accordance with the Constitution, and any policies or guidelines developed by the Board of Directors or membership at regular, annual or special meetings of the Association.

The Board of Directors shall be made up of a minimum of seven (7) and a maximum of eleven (11) members of the Association.

Should a vacancy occur during the year, the Board Of Directors may elect a Member to fill the vacant position for the unexpired term.

The Board of Directors shall elect from within its membership the following officers:

- a) President
- b) Vice President
- c) Secretary
- d) Treasurer
- e) Any other roles deemed appropriate by the Board Of Directors

## Term of Office

All members of the Board of Directors shall hold office and voting rights for a term of one year as outlined in Article 5.

## **Article 7 - Duties and Responsibilities of the Board of Directors.**

### The Board of Directors shall:

- a) have the power to decide all matters of the Association referred to it.
- b) be superior to all sub-committees of the Association, with the exception of Amendments to the Constitution.
- c) exercise all powers of the Association (within limitations) to avoid unnecessary meetings of the Association.
- d) ratify all acts of the Board of Directors at subsequent meetings of the Association.
- e) have the power at any meetings to enact, from time to time, Rules and Regulations for the efficient operation of the Association. All such Rules and Regulations shall require approval at a meeting of the Association, and shall remain in effect when approved, until they are revoked or amended.

The Board of Directors may delegate powers to a sub-committee of the Association, but any changes to Rules or Regulations that evolve will require approval at a subsequent meeting of the Board Of Directors.

### **Duties of the Officers:**

#### a) President-

- 1) preside over all meetings of the Association.
- 2) be the spokesperson for the Association, as directed by the Board of Directors.
- 3) be an ex-officio member of all committees of the Association.
- 4) submit an annual report at each annual meeting.
- 5) perform any other duties as outlined by the Board of Directors.

#### b) Vice-President-

- 1) preside at all meetings of the Association when the President is absent.
- 2) act as the interim President, should the President be unable to fulfill or complete their duties.

#### c) Secretary-

- 1) be responsible to keep all minutes of meetings of the Association.
- 2) be responsible to keep a list of all members of the Association
- 3) be responsible for correspondence of the Association.

d) Treasurer-

- 1) be responsible for the finances of the Association.
- 2) be the chair of a Finance committee.
- 3) be responsible for the issuing of cheques/payments for the Association.
- 4) prepare an annual budget for the Annual Meeting.
- 5) prepare a financial report for each meeting of the Association.

### **Duties of Other Members:**

Directors of Age Divisions-

- \*-be responsible for dividing registered players into league teams.
- be responsible for scheduling of practice and game times for their respective age divisions.
- with the help of the Board of Directors, resolve issues within the appropriate age class.

Director Of Officials-

- keep members of the Board of Directors up to date on interpretation of rules and new rule changes.
- be responsible for development of new officials.
- \*- be responsible (through delegation) for the assignment of officials to all Association games.

Immediate Past President-

- act in a strictly advisory role to the Board of Directors with no voting privileges.

In the event that a member of the Board of Directors is unable to fulfill their duties, or a position becomes vacant, the remaining members of the Board of Directors will appoint a member of the Association to fill that position until the next Annual Meeting. The only exception to this is the position of President, in which the Vice President will assume the duties of President.

## **Article 8 - Meetings of the Association**

### Annual Meeting

The Association shall have an Annual Meeting each May. The date, time and place of the meeting shall be determined by the Board of Directors, and sent out to members at least thirty (30) days in advance of the meeting by the most appropriate and efficient means.

### Regular Meetings of the Board of Directors

Regular meetings of the Board of Directors will be held at least once each month during the playing season (October – April) at the call of the President.

### Special Meetings

Special meetings of the Association shall be called by the President, or by at least three (3) members of the Board of Directors, or by at least 30 members of the Association membership. The date, time and place of the meeting shall be determined by the Board of Directors, and sent out to Association members at least thirty (30) days in advance of the meeting, by the

most appropriate and efficient means. Any such requests are to include the purpose of the meeting.

### Meeting Rules

The rules for all meetings shall be Roberts Rules of Order - Newly Revised.

### Agenda

When possible, an Agenda will be sent out in advance of all meetings. There shall be an agenda available at all meetings of the Association.

### Quorum

A majority (50% plus 1), of the members present at meetings of the Association shall constitute a quorum.

### Voting Privileges

Any member in accordance with Article 5 shall have voting rights.

### Voting Procedure

Voting at all meetings of the Association shall be by show of hands, unless a secret ballot is called for by any member of the Association in attendance.

Subject to Articles 5 and 14, all voting on issues at meetings of the Association shall be by majority (50% plus one).

### Proxy Voting

There shall be no proxy voting

## **Article 9 - Election of Board of Directors**

Members of the Board of Directors are elected to one (1) year terms.

The election of the Board of Directors shall be held at each Annual Meeting.

Members of the Association who wish to serve on the Board of Directors shall make their intentions known to the membership, in accordance with Article 8 of the Constitution. Names of persons seeking Board of Director positions will then be circulated to the membership in accordance with Article 8.

Nominations will be accepted from the floor at any Annual or Special meeting of the Association.

Duties and Responsibilities of the Board of Directors -- see Article 7

A Nominating Committee of three (3) members of the Association, shall be appointed by the President two (2) months prior to the Annual Meeting.

The list of nominees shall be approved by the Board Of Directors, and circulated to the Membership by the most efficient means, fifteen (15) days before the Annual Meeting.

Nominations may be made from the floor at the Annual Meeting.

### **Article 10 - Rights, Duties, Responsibilities and Privileges**

All members of the Association shall be entitled to equal rights and privileges. It shall be the responsibility of each member to observe the Constitution and follow the duties.

### **Article 11 - Committees of the Association**

The Board Of Directors may, when deemed necessary at any meeting of the Board of Directors, and voted on by a majority of the members present, appoint sub-committees for the efficient operation of the Association. Examples include but are not limited to: finance, nominating, equipment, technical development, publicity, protests and appeals.

In absence of any formal sub-committee of the Association, the Board of Directors shall assume all responsibilities for any and all issues deemed necessary.

The Chair of any sub-committee shall be appointed by the Board of Directors when the committee is formed.

The exception to this shall be any committee dealing directly with finances - the chair of this committee shall be the Treasurer.

### **Article 12 - Finances**

The Association shall operate on a not-for-profit basis

Any and all monies accrued or expended shall be reported at meetings of the Association.

Any expenditure over \$250.00 of the approved annual budget requires the approval of the Board of Directors.

All cheques require the signature of any two (2) of the following - President, Vice-President Treasurer, Secretary

Revenues for the Association shall be accrued from the annual registration of players, donations, grants, and approved fund-raising efforts.

No member of the Association shall benefit financially from the finances of the Association.



Any personal expenses incurred by members of the Association shall be presented to the Board Of Directors for approval and payment.

The fiscal year of the Association shall begin on the first day of May, and shall end on the following thirtieth (30th) day of April.

Any two (2) of the President, Vice-President, Secretary and Treasurer shall have the power, for and in the name of the Association, to manage, transact and settle all manner of banking business whatsoever, and to adjust and settle accounts between the Association and the Bank.

### **Article 13 - Assets of the Association**

The assets of the Association shall include all of those now held by, on behalf of, or in trust for, the unincorporated body heretofore known as the River Valley Basketball Association.

### **Article 14 - Amendments to Constitution**

Amendments to the Constitution shall be by a two thirds (2/3) majority vote at any Annual or Special meeting of the Association.

Amendments will take effect following the meeting in which they were approved.

Any amendments for consideration at an Annual or Special meeting of the Association shall be sent to the Secretary of the Association in the appropriate time frame, in accordance with Article 8 of the Constitution.

### **Article 15 - Discipline**

Any matters of discipline shall be dealt with by the Board of Directors, except where that discipline involves a member of the Board of Directors.

Matters involving discipline of Board of Director members shall be dealt with by the remaining members of the Board of Directors, and at least five (5) members of the Association membership.

### **Article 16 - Power of Association**

The Association, at any Annual or Special meeting of the Association, shall be superior to the Board of Directors and sub-committees of the Association, and shall have correcting, amending and/or vetoing power.

### **Article 17 - Confidentiality**

The proceedings of all Association meetings, including but not limited to the minutes, orders and debates of the meeting, shall be deemed confidential and shall not be divulged directly or

indirectly to any person who is not a member of the Association, or not authorized to receive same.

### **Article 18 - Spirit and Intent of Constitution, By-Laws and Policies**

The Constitution, By-Laws, and Policies of the Association shall be read with all other provisions thereof, so that the spirit and intent of the whole shall be taken, rather than a technical adherence to the strict working of any provision. To that end, the general interest of all members, and of the public, shall be preserved, rather than the particular interest of any member of the group.

Nothing in the Constitution, By-Laws, or Policies of the Association shall be interpreted so as to constitute the Association the representative of any member for any purpose whatsoever.

### **Article 19 - Continuity**

All commitments of the Association, undertaken under the terms of the existing Constitution and By-Laws, shall be adjusted under the terms on which they were initiated. All other sections and clauses of the aforesaid Constitution and By-Laws, inconsistent with these By-Laws, are hereby repealed, and this Constitution and By-Laws shall take full force and effect as soon as they are adopted by the River Valley Basketball Association.