

Calgary Disc Golf Club (CDGC) Bylaws

January 7th, 2019

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ARTICLE I - NAME, PURPOSE AND GOALS

Section 1: Name. The name of the organization shall be the Calgary Disc Golf Club (CDGC).

Section 2: Purpose. The purpose of the CDGC is the promotion and enhancement of the sport of disc golf. We do this by:

- a) Working with local governments to expand disc golf opportunities.
- b) Establishing, maintaining, and improving courses in Calgary and the surrounding area.
- c) Providing and supporting opportunities for organized play at various levels.
- d) Helping educate people about the benefits of disc golf.
- e) Community outreach to encourage proper rules and etiquette among casual disc golfers.

Section 3: Goals of the CDGC:

- a) Promote the sport of disc golf, its understanding and participation by the public.
- b) Promote safe play and proper adherence to the rules.
- c) Promote play by underrepresented groups: women, youth, different cultural groups, seniors.
- d) Support different levels of play - introductory, casual, organized, and competition.
- e) Support multi-use parks where disc golf is a common, accessible activity.
- f) Support sustainable, eco-friendly, disc golf course design and maintenance emphasizing native ecotypes.
- g) Support transparent, mutually supportive, cooperative relationships with public land agencies.

ARTICLE II - MEMBERSHIP

Section 1: Membership. Membership is open to all interested persons. Each member has one vote on club issues. Club members are encouraged to:

- a) Support the CDGC, its sponsors, members, and friends.
- b) Welcome and assist new players, visitors, and other park users at our courses. Abide by the PDGA rules of courtesy, integrity, responsibility, and safety. Participate in CDGC discussions, meetings, work parties, and events.
- c) Help protect the courses from danger, damage, and litter.

Section 2: Suspension of membership. The club reserves the right to suspend a person's membership for a) willful destruction or harming of park property, plant life, or wildlife or b) any reason with a majority vote of at least two-thirds of the voting membership. The suspended member may address the club prior to the vote. A suspended member loses all rights of membership. There will be no reimbursement of club dues. A suspended member may be reinstated by a majority vote of at least two-thirds of the voting membership at any monthly meeting.

Section 3: Annual dues. Club dues expire on December 31st of each year. Annual dues will be set at an appropriate level for either an individual or a family. The amount of dues may be changed by a majority of the votes cast by the voting membership. A vote on the amount of dues must be publicized at least one month before the vote deadline and there must be a mechanism for members to absentee vote if they do not wish to attend the meeting.

ARTICLE III - MEETINGS

Section 1: Regular meetings of the CDGC. These shall take place quarterly at minimum. Meeting Notices shall be posted on social media (e.g. Facebook). A meeting may be rescheduled by a majority vote of the members present at a prior meeting. The officers may reschedule a meeting in response to unforeseen circumstances.

ARTICLE IV - ELECTION OF OFFICERS AND DESIGNATION OF APPOINTEES

Section 1: Executive Board Composition. The composition of the club's The Executive Board (hereto referred to as 'The Executive') is defined as and shall consist of four elected Officers (President, Vice President, Secretary and Treasurer) as legislated by the Alberta government's 'Society Bylaws' and up to five elected Appointees whose specific roles and duties shall be determined by the Officers and Appointees. The Executive shall not exceed more than nine members. Any five Appointees shall constitute a quorum and meetings shall be held without notice if a quorum of the Board is present, provided however, that any business transactions at such meeting shall be ratified at the next regularly called meeting of the Board; otherwise they shall be null and void.

Section 2: Term. The Officers of the CDGC shall have a term of two years, with half of the positions voted on each year. The candidates for the Officers of the CDGC shall be nominated before the Annual General Meeting (AGM), with elections of the Officers taking place at the AGM. Simple majority of the votes cast selects the winner for each office. New Officers take their positions at the next regular Executive meeting. The club may create new Appointee positions as needed, by a vote of the membership present at the AGM.

Section 3: Vacancies. Vacant positions shall be filled at the next AGM after the vacancy is announced. Notice of the intent to fill the position shall precede the meeting by email, social media or website notification. Nominations and voting shall both occur at AGM.

Section 4: Voting. Officer and Appointee elections will be by secret paper ballot if any member requests it. Without a request for a secret ballot voting shall be by show of hands or by email to a designated elections coordinator.

ARTICLE V - DUTIES OF ELECTED OFFICERS AND APPOINTEES

Section 1: Officer titles and duties.

President:

- a) Shall prepare and distribute an agenda prior to each regular CDGC meeting, including any Item of business or discussion requested by a member.
- b) Shall chair the regular meetings of the CDGC.
- c) Shall conduct any voting by the membership of the CDGC, protecting the anonymity of private voting, and reporting the results of voting promptly.
- d) Shall represent the CDGC in discussions with other entities, be they Parks Departments, local government bodies or boards, businesses, or other groups.

Vice President:

- a) Shall convene and preside at regularly scheduled Club meetings, in the absence or incapacitation of the President

Secretary:

- a) Shall be responsible for keeping records of Club actions, including the taking of minutes at all Club meetings, and distributing copies of minutes.
- b) Shall arrange a volunteer to take the minutes if the secretary is unable to attend the regular monthly meeting.

Treasurer:

- a) Shall make a financial report at each Regular meeting, maintain records of CDGC financial activities, maintain a list of membership in good standing, and make financial information available to the CDGC. The books, accounts and records of the Secretary and Treasurer shall be audited at least once each year by two members of the society elected for that purpose at the Annual Meeting. A complete and proper statement of the standing of the books for the previous year shall be submitted by such auditor at the Annual Meeting of the society. The fiscal year of the society in each year shall be January 1st to December 31st.

Section 2: Appointees. The Executive reserves the right to delegate certain roles and responsibilities to appointees based on the goals of the club and the wishes of the members.

Section 3: Meeting observers. The club welcomes and encourages members to attend regular meetings as 'observers' for the sake of transparency and to encourage members to club participation and volunteering.

ARTICLE VI - OPERATIONS AND DECISION MAKING

Section 1: Expenditures. Regular expenses, including disc and club merchandise purchases, tournament related purchases, course maintenance and improvement supplies, and expenses mandated in governmental agreements, do not need to be approved by the membership. These regular purchases shall be coordinated by the Treasurer and the other the Executive members involved.

Section 2: Sanctioning and sponsorship of tournaments and regular events. The Club can support an event either through sanctioning and/or sponsorship. Tournaments directed by persons who are not CDGC members may not be sanctioned by the CDGC, but may be sponsored by the CDGC after a club vote. CDGC sanctioning indicates an event is an official effort by the CDGC with its full support and backing. CDGC tournament sanctioning allows the TD or regular event manager to coordinate pre-event purchasing using CDGC funds. Sanctioned events are permitted to use the CDGC logo, CDGC banner, CDGC disc stocks to pay out script prizes at the normal club mark-up prices. TD's are responsible for repaying all CDGC funds, including all awarded script value, to the Treasurer after the event, at the agreed upon rates. CDGC sponsored events are supported by the club by a gift of money, discs, and/or volunteer time. Sponsorship is awarded though the normal operating procedures of the CDGC with amounts over \$100 requiring a full club vote.

Section 3: Formal Agreements with Government and other Entities. The CDGC may enter into agreements with governments and other entities if approved by a simple majority of the membership voting on the issue.

Section 4: Modifications of the Course. There will be a formal process for major modifications of a Disc Golf Course that the CDGC oversees. This process may be modified for specific courses in cooperation with the course owning entity.

- a) **Major Modifications.** These are changes which fundamentally effect the play on a hole and include changes in tee locations, basket locations, fairway design, path routes, standing course rules (OB or mandos), and signage. Additionally, vegetation removal or branch trimming of trees or shrubs which physically or psychologically effect the play of any hole shall be considered a major modification. Vigilante or rogue vegetation removal is a serious threat to the continued quality of play on a course and should be discouraged through outreach and publication of the course modification process.

- b) **The process for major modification** is as follows: The proposal is discussed at a CDGC meeting and the details of the change are described. Markings are placed on the course to describe the proposed change and the proposed change is publicized through email/social media and or our website, including the time and date of any "on-site" CDGC discussion meeting, and a detailed explanation of the change and the meaning of any markings on the course. A quorum of the Executive members at a regular meeting is required for a proposal to be accepted, as the proposal must be clearly seen to be advantageous by a strong majority of club members. If passed by the Executive the proposal is brought to the course owning entity for their approval - after which the work is carried out by the membership under the organization of the course greenkeeper.

ARTICLE VII - COMMUNICATIONS

Section 1: Meeting Minutes. Meeting minutes shall be recorded, posted on the CDGC website or social media (e.g. the club's Facebook page) so that they are accessible to all members. These minutes, at a minimum, should describe the actions taken at the meeting, record any votes taken and their result, and record the main points reported.

ARTICLE VIII- AMENDMENTS TO THE BYLAWS

Section 1: Approval and amendments to bylaws. These bylaws may be approved by a two-thirds majority of the CDGC membership who vote on this issue. These bylaws may be revised or amended by a two-thirds majority of the CDGC. Proposed amendments must be submitted to the Secretary to be sent out with regular Club announcements.

This revision of the Bylaws supersedes all previous Bylaws and their provisions and amendments. These Bylaws were approved at a meeting of the CDGC on January 7, 2019

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