



Edmonton & District

Soccer Referees Association

Bylaws

Amended February 17th, 2003

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ARTICLES

ARTICLE 1 – NAME OF THE SOCIETY

1.1 The name of the society shall be the Edmonton & District Soccer Referees Association, hereinafter called "The Association.". The accepted abbreviation shall be EDSRA.

ARTICLE 2 – DESCRIPTION AND OBJECTIVES OF THE ASSOCIATION

2.1 The EDSRA is a fellowship of soccer referees in Edmonton and surrounding areas committed to improving the quality and standards of soccer officiating in an environment of continuous learning, trust, open communication, friendship and cooperation.

2.2 The Association will endeavour to develop and strengthen the skills and abilities of soccer officials through effective and efficient mentoring, improvement programs and services. The Association will further endeavour to make soccer an enjoyable and fairly played game for players, spectators and officials.

2.3 The Association will seek to form mutually beneficial partnerships with other associations, leagues, districts and organisations to ensure continued improvement in the skills of referees.

ARTICLE 3 – MEMBERSHIP & MEMBERS' CODE OF CONDUCT

3.1 Membership shall be open to all qualified soccer referees upon written application and payment of the annual Association membership fee. The Executive Committee must approve applications. If an application for membership is rejected, the Executive Committee shall return the membership fee and notify the applicant in writing of the reason for rejection.

3.2.1 Qualifications for full membership shall be those recognized by the Fédération Internationale de Football Association, the Canadian Soccer Association and the Alberta Soccer Association.

3.2.2 Non referees may apply for associate membership.

3.2.3 Honorary and Life memberships, and Fellowships, can be awarded from time to time as determined by the Board of Directors. The Board shall determine the criteria for each category.

3.3.1 Membership fees shall be determined at the Annual General Meeting.

3.3.2 All fees are payable no later than two (2) months after the start of the fiscal year, and non-payment will result in a member being considered "not in good standing."

3.3.3 Types of Memberships:

(a) Senior members shall be 18 years of age or older.

(b) Youth members shall be under the age of 18.

3.3.4 Honorary, Life and Fellowship members shall pay no fees.

3.4 Members shall be required to abide by the Association's Members' Code of Conduct as outlined in Appendix A.

3.5 Any member wishing to withdraw from membership may do so upon a notice in writing to the Secretary.

3.6 Any member who is under suspension or any other type of sanction by the Association, ASA, CSA, or FIFA, may be considered "not in good standing."

ARTICLE 4 – OFFICERS OF THE ASSOCIATION

4.1 The officers of the Association shall be: President, Vice President, Secretary, Treasurer, Registrar, and five (5) elected Directors.

4.2 All officers, whether elected or appointed, shall be members in good standing.

ARTICLE 5 – NOMINATION, ELECTION AND APPOINTMENT OF OFFICERS

5.1 President, Vice President, Secretary, Treasurer, Registrar and five (5) Directors shall be elected at the Annual general Meeting by a plurality of members present and entitled to vote. The President, Secretary and three (3) Directors shall be elected in odd numbered years. The Vice President, Treasurer, Registrar and two (2) Directors shall be elected in even numbered years.

5.2 Term of office: each term of office shall be for two (2) years, and shall expire at the close of the second Annual General Meeting after election.

5.3 Any member who wishes to stand for election at an Annual General Meeting must be a "member in good standing" of the Association.

5.4 Members may be nominated for office in their absence, provided that the Secretary is notified by both nominator and seconder in writing for which office or offices the members are being nominated, and the members have signified their intention to stand prior to the Annual General Meeting.

5.5 The election shall be by ballot of those present and eligible to vote. The President, or outgoing President, shall appoint two (2) people to act as scrutineers. After all votes are cast, those elected shall be declared, and the ballots destroyed or archived.

5.6.1 Any Board or Executive Committee position may be rescinded at a Special General Meeting called for that purpose under the criteria in Article 12.2, by a 75% majority of "members in good standing" at that Special General Meeting.

5.6.2 The rescinded position shall be filled under the provisions of Article 6.2 provided that the position is filled by someone other than the person voted out of office.

ARTICLE 6 – BOARD OF DIRECTORS

6.1 The Board of Directors shall be comprised of the President, Vice President, Secretary, Treasurer, Registrar and the five (5) elected Directors of the Association. In these bylaws, the Executive Committee is comprised of the President, Vice President, Secretary, Treasurer and Registrar.

6.2 Should a vacancy arise on the Board during its term of office, the remaining members of the Executive Committee shall have the power to fill such vacancy for the remainder of the term of office. If such a vacancy is filled by the Executive Committee, the position shall be filled to complete the balance of the year until the next Annual General Meeting, where the individual may run for the vacant position.

ARTICLE 7 – DUTIES OF THE EXECUTIVE COMMITTEE & DIRECTORS

President – Shall preside over all meetings of the Association at which he or she is present, decide all questions of order and announce the results of voting. He or she shall neither move nor second any proposal or amendment of such, nor shall he/she vote unless the Association or committee is equally divided on any issue, at which time he or she shall cast the deciding vote.

Vice President – Shall assist the President in the discharge of his or her duties, and in his or her absence shall officiate in the President's stead. At the Annual General Meeting, he or she shall present a report of the year's work.

Secretary – Shall keep a true record of the proceedings of all meetings of the Association as well as the decisions reached at Executive Committee meetings. He or she shall conduct the correspondence of the Association and issue a notice of meetings, file the Corporate Registry documents immediately after the AGM, and at the Annual General Meeting, shall present a report of the year's work.

Treasurer – Shall receive funds of the Association and give an official receipt for all monies received by him or her. He or she shall be responsible to the Executive Committee for the funds of the Association and shall prepare statements and balance sheets in accordance with Article 11. He or she is responsible for securing and filing proper signing authorities with the Association's bank after the Annual General Meeting.

Registrar - Shall be responsible for the documentation of membership. He or she maintains a register and database of members 'in good standing.'

Elected Directors (5) – Shall assist all members of the Executive Committee including, in functions and duties assigned to them from time to time by the Executive Committee. The Executive may also choose to delegate specific responsibilities to elected directors on a yearly basis, as is seen fit by the Executive.

ARTICLE 8 – OTHER COMMITTEES

8.1 The President may direct that an “ad hoc” committee be formed to deal with any specific matter. Any such committee will have defined terms of reference and is responsible and accountable to the Board. The President of the Executive Committee shall be a non-voting ex-officio member of the committee formed.

8.2 “Ad hoc” committees shall not exceed their budget without prior approval of the Board.

ARTICLE 9 – FINANCES

9.1 All funds belonging to the Association shall be deposited in a bank authorized by the Executive Committee to an account in the name of the Association. Withdrawals and cheques drawn on behalf of the Association shall be signed by two members of the Executive Committee, one of which shall be the Treasurer except in exceptional circumstances.

9.2 The Treasurer shall, at each fiscal year end, prepare Financial Statements showing the disposition and expenditure of the funds of the Association. An audited copy of these Statements and Balance Sheet shall be distributed to each member of the Association at the Annual General Meeting.

9.3 At the last General Meeting of the Association in the current fiscal year, the Treasurer shall present a budget for the next fiscal year. At that meeting, the Treasurer shall propose a motion to set the annual Association registration fee for the upcoming year.

ARTICLE 10 - FISCAL YEAR

10.1 The fiscal year of the Association shall be the calendar year.

ARTICLE 11 – AUDITING

11.1 An auditor shall be appointed by the Executive Committee to audit the Association’s accounts within 60 days prior to the Annual General Meeting. Alternatively, two members in good standing, who are not members of the Executive Committee, may be appointed by the Executive Committee to audit the Association’s accounts within 60 days prior to the Annual General Meeting.

11.2 The books, accounts and records of the Association may be inspected by any member of the the Association at the Annual General Meeting, or at any other time upon giving reasonable notice.

ARTICLE 12 – MEETINGS

12.1 The Annual General Meeting shall be held within one (1) month of the end of the fiscal year. Notice convening the meeting shall be sent to each member at least fourteen (14) days prior to the date of the meeting

12.2 A Special General Meeting may be called by the Secretary on instructions from the President, or on receipt of a written request signed by five (5) or more members, or as a result of a majority vote at any general meeting. At a Special General Meeting only such business as is stated on the agenda shall be open for debate.

12.3 A general meeting may be held in each calendar month except December. Notice of upcoming meetings shall be posted on the EDSRA web site where applicable and at appropriate soccer venues. The minimum number of general meetings – shall be eight (8) per year.

ARTICLE 13 – QUORUM

13.1 At the Annual General Meeting, general meetings, or Special General meetings 20% of the total “members in good standing” or 10 members, whichever is less, shall constitute a quorum.

13.2 At the Executive Committee meetings and any other committee meetings, a simple majority of the committee members shall constitute a quorum

13.3 In the absence of a quorum at the Annual General Meeting, the meeting shall be adjourned for seven (7) days. In the absence of a quorum at the re-scheduled Annual General Meeting, the Executive Committee shall transact the business of the Association except for the election of officers, which shall take place at the next general meeting.

ARTICLE 14 – VOTING

14.1 At all Annual General Meetings, Special General Meetings and general meetings, each “member in good standing” present at the meeting shall have one (1) vote. There shall be no proxy votes.

14.2 The Chairman shall have the deciding vote in the event of a tie.

ARTICLE 15 – PROCEDURE AND DEBATE

15.1 All procedure and debate shall be in accordance with these bylaws and the rules of parliamentary law commonly known as “Robert’s Rules of Order”.

ARTICLE 16 – AMENDMENTS TO THE CONSTITUTION

16.1 No amendments to the bylaws of this Association shall be made except at the Annual General Meeting of the Association, or at a Special General Meeting called at the Annual General Meeting for that purpose. All proposed amendments to the bylaws shall be sent to the Secretary at least twenty-one (21) days prior to the date set for the meeting and copies distributed to all Association members fourteen (14) days before the meeting.

16.2 Only Association members in good standing shall be permitted to propose amendments to the Constitution.

16.3 A 75% majority of those members present and entitled to vote shall be required to pass any amendments to the bylaws

APPENDIX A – MEMBERS’ CODE OF CONDUCT

1. Members should abide by the CSA and ASA Code of Ethics for Referees.
2. Members should strictly observe the aims, objectives and bylaws of the Association without discrimination.
3. Members shall foster good relations between the Association and other organizations.
4. Members shall be prepared to cooperate with and assist their colleagues.
5. Members shall keep themselves up to date on the FIFA Laws, the ASA Rules of Indoor Soccer, where applicable, and all amendments to such.
6. Members shall keep themselves up to date on local association and league rules.
7. Members should not officiate at any level unless they are dressed in the accepted uniform of a soccer referee, and shall present a neat, clean and tidy appearance.
8. Members of the Association shall conduct themselves in such a manner as to be a credit to the Association, the game as a whole, and the Association’s Members’ Code of Conduct.