



CONSTITUTION

As of May 8, 2022

Article 1: Identity

Section A – Name

- (a) An unincorporated association of members is hereby organized under the name “Riverdale Curling League”.
- (b) The short variant of the above name, “Riverdale” may be used throughout this constitution and the associated by-laws.

Section B – Duration

- (a) The duration of Riverdale shall be perpetual, or until such a time that there are no Members (as hereinafter defined).

Article 2: Purpose

Section A – Mission

- (a) To facilitate access to the sport of curling and social interaction for the lesbian, gay, bisexual, transgender, and queer (“LGBTQ+”) community in a friendly and gay positive environment. For greater clarity, LGBTQ+ shall be interpreted to include all sexual- and gender-diverse individuals.

Section B – Objectives

- (a) To promote the sport of curling and encourage participation in Riverdale activities for Members and the broader LGBTQ+ community.
- (b) To provide a positive LGBTQ+ environment for Members, their friends and family, in a socially safe and non-discriminatory atmosphere.
- (c) To promote fellowship, camaraderie and enjoyment of curling for all Members.
- (d) To liaise, participate, and support events and activities of the Canadian Gay Curling Association, the broader curling community, and the broader LGBTQ+ community.
- (e) To promote the values of respect, understanding, equality, honesty, trustworthiness, commitment, and cooperation amongst all Members.

Section C – Not for Profit

- (a) Riverdale Curling League shall be carried on without intent of pecuniary gain, and any profits or other assets of Riverdale shall be used solely to promote its mission and objectives.
- (b) Officers shall serve without remuneration. Reasonable and necessary expenses may be incurred by the Executive Committee (as defined in Article 4) and reimbursed upon approval of the Executive Committee for such expenses.

Article 3: Membership

Section A – Member Categories

- (a) Full membership in Riverdale shall be defined as an individual that has (i) communicated his/her intention to join the Riverdale Curling League to the Executive Committee, (ii) paid the annual membership fees by the dates specified each year; and (iii) been accepted by the Executive Committee (a “Member”) and communicated to the Member.
- (b) The Executive Committee reserves the right to create separate categories of membership to Riverdale Curling League in its discretion in the form of a By-Law, in accordance with the By-Law creating mechanism in Article 7, Section B.

Section B – Fees

- (a) Annual membership fees to Riverdale shall be set by the Executive Committee each year and communicated to all members and prospective members in advance of the season registration date .
- (b) Membership fees are collected for each annual season as determined at the Executive Committee’s discretion.

Section C – Cancellation of Membership and Expulsion

- (a) Membership in Riverdale may be cancelled by notification by the Member to the Executive Committee.
- (b) The Executive Committee shall have the discretion to expel a Member, if in the opinion of the Executive Committee, a Member has committed a material violation, or repeated violations, of this Constitution or the By-Laws. The Executive Committee shall not expel a Member without giving that Member an opportunity to address the Executive Committee. The Executive Committee shall have discretion to determine whether the opportunity to address the Executive Committee shall be in person or in writing and shall be required to provide reasons for such decisions and be properly documented.
- (c) The Executive Committee may refund all or part of a Member’s fees in its sole discretion, based on the circumstances.

Section D – League Composition and Rules

- (a) The composition of teams of Members and rules governing play in the Riverdale Curling League are to be outlined in the By-Laws.

Article 4: Executive Committee

Section A – Executive Committee Structure

- (a) Riverdale will be governed by an Executive Committee made up of no fewer than four (4) elected individuals.
- (b) Executive Committee members will serve for terms of one (1) year.
- (c) There are no limits on the number of terms served by a Member on the Executive Committee.
- (d) Elections for the Executive Committee shall be held every year, as outlined in Article 5, Section A of this Constitution.
- (e) The Executive Committee shall meet and assume office no more than three (3) months after an election, at which time members of the previous Executive Committee not returning shall cease to hold office. Executive Committee members not returning after an election shall provide all assistance required to enable their successors to assume office.

Section B – Executive Committee Responsibilities

- (a) The Executive Committee will consist of, at minimum, the following positions: President, Vice-President, Treasurer, and Secretary.
- (b) The other members of the Executive Committee and their respective duties and responsibilities are to be outlined in the By-Laws .
- (c) At least three (3) of the Executive Committee members listed in Article 4, Section B(a), above, shall be signing officers
- (d) The President is the chair of the Executive Committee and the head of Riverdale Curling League. The President shall organize and chair all Executive Committee meetings, all annual general meetings, and any special meeting where there is not a conflict of interest. The President shall be the official representative of Riverdale Curling League at meetings of all other organizations in which Riverdale is entitled to representation, unless another member of the Executive Committee is appointed by the Executive Committee or delegated the responsibility by the President, to act as representative in the circumstances.
- (e) The Vice-President shall assume the duties of the President should they be absent. Should the President resign or otherwise be removed from their post, the Vice-President will assume that position until the next election.
- (f) The Treasurer shall oversee Riverdale finances and make regular reports to the Executive Committee regarding Riverdale's financial position, including a final report to be delivered to the Executive Committee at the end of each season. The Treasurer shall transact in monies on behalf of Riverdale and keep such funds in an account or accounts in the name of Riverdale Curling League.

- (g) The Secretary is responsible for keeping minutes of every Executive Committee meeting, annual general meeting, and special meeting, as required. The Secretary shall also maintain records of this document, all future amendments, and all By-Laws.
- (h) It is the responsibility of each member of the Executive Committee to be forthcoming in all matters relating to their portfolio

Section C – Meetings of the Executive Committee

- (a) Meetings of the Executive Committee shall be held regularly as needed throughout the year.
- (b) The Executive Committee shall require a quorum of fifty percent plus 1 (50% + 1) to hold a meeting.
- (c) The President may call a meeting of the Executive Committee with at least 48 hours advance notice to members of the Executive Committee.
- (d) The President shall have the authority to call for an immediate vote on any matter after a reasonable amount of discussion.
- (e) Except where otherwise provided in this Constitution or in a By-Law, the Executive Committee shall discharge its duties and enact and amend by-laws through documented decisions approved by a simple majority of votes cast by the Executive Committee.
- (f) Should a vote end in a tie, the President shall cast a second and deciding vote.
- (g) Decisions may be made by the Executive Committee without the requirement for a physical meeting (*i.e.* over email) so long as every member of the Executive Committee is included in the discussion and a reasonable amount of time is allowed for the Executive Committee to discuss the issue. The President shall have the authority to call for a vote upon being satisfied that the above requirements have been met.

Section D – Subcommittees

- (a) The Executive Committee is authorized to strike any number of subcommittees it considers appropriate.
- (b) The Executive Committee shall delegate authority to any such subcommittee it considers appropriate in the circumstances and all subcommittees are accountable to the Executive Committee for their actions and decisions.
- (c) The Executive Committee shall create terms of reference for each subcommittee, and each subcommittee must contain at least one member of the Executive Committee.

Section E – Vacancies

- (a) Vacancies on the Executive Committee may be filled at the Executive Committee's discretion.
- (b) Executive Committee members who fill a vacancy shall only serve the remainder of the term left by the vacating Executive Committee member.

Section F – Expulsion of a Sitting Executive Committee Member

- (a) The Executive Committee shall have the discretion to expel a member of the Executive Committee, if in the opinion of the Executive Committee, the member of the Executive Committee has committed a material violation, or repeated violations, of the Constitution or By-Laws, or has missed three consecutive Executive Committee meetings without proper reason. The Executive Committee shall not expel the member without giving that member an opportunity to address the Executive Committee. An absolute two-thirds majority of all members of the Executive Committee (minus the member of the Executive Committee in question) is required to expel such member, and the Executive Committee must document its reasons in the minutes of such meeting.

Article 5: Meetings of the Membership

Section A – Annual General Meeting

- (a) Riverdale shall hold an annual general meeting each year.
- (b) Members shall be notified of the holding of the annual general meeting no fewer than thirty (30) days before the date of the meeting.
- (c) Elections for the following year's Executive Committee shall take place at the annual general meeting, and carried out in accordance with By-Law D.

Section B – Special Meetings

- (a) A special meeting is defined as any general meeting of Members that is initiated by the President or the membership to discuss or resolve a specific issue.
- (b) A special meeting may be called by the President by notice to the Members, or by the Members by delivering notice to the President a petition detailing the reason for the meeting and containing the endorsement of thirty percent (30%) of the membership.
- (c) The Executive Committee shall provide a date and a venue for the special meeting that is no greater than forty-five (45) days from the date a valid petition is received.
- (d) The President shall notify the Members of the date and the venue no less than fifteen (15) days prior to the date of the special meeting.
- (e) A quorum of at least ten percent (10%) of Members must be present at the special meeting in order for such special meeting to be valid.

Article 6: Budget

Section A – Financial

- (a) The Treasurer shall create a budget and a financial statement at least once per year which must be presented and approved by the Executive Committee.
- (b) The Treasurer shall make available upon request by a current Member the current budget and financial statements.
- (c) No member of the Executive Committee shall commit Riverdale to any financial obligation, not contemplated in the approved budget, without the approval of the Executive Committee.
- (d) Only signing officers may commit the organization to any financial obligation, including contracts.
- (e) Two (2) signing officers must sign all cheques, approvals to transfer/disburse funds electronically, or contracts containing a financial obligation.
- (f) The Executive Committee shall not borrow money without approval of the membership in the

same manner as indicated in Article 7.A.

- (g) The Executive Committee may not enter into any agreement that would materially jeopardize Riverdale's financial sustainability.
- (h) Expenses may be incurred by a member of the Executive Committee only for the sole benefit of Riverdale.

Article 7: Amendment & By-Laws

Section A – Constitutional Amendments

- (a) Amendments to this document may be made through a two-step process involving both the Executive Committee and the membership, as set out in sub-sections (b) and (c) of this section.
- (b) A proposed amendment is considered at the Executive Committee level, and must be approved by a two-thirds supermajority of votes cast by the Executive Committee.
- (c) A proposed amendment that has been approved by the Executive Committee is then put to a referendum at the soonest meeting (so long as proper notice of the meeting is given and details of the amendment is provided to Members at least 15 days in advance of such meeting), whether the annual general meeting or a special meeting, and may be ratified by a two-thirds supermajority of votes cast by Members.
- (d) All current and past versions of this document and By-Laws must be maintained by the Secretary of the Executive Committee.

Section B – By-Laws

- (a) The Executive Committee may make by-laws governing matters not set out in this Constitution.
- (b) By-laws and amendments to by-laws may be proposed by a member of the Executive Committee and are enacted upon approval of a simple majority of votes cast by the Executive Committee.
- (c) Any enactment or amendment to by-laws shall be communicated to Members in a timely fashion.
- (d) No By-Law may contravene any provision of this Constitution.

Article 8: Enactment

Section A – Date of Effect

- (a) This document shall come into effect immediately following a ratification completed in accordance to Article 7