

BYLAWS

(Consolidated Bylaws)

Effective December 7, 2013
Amended by Members at AGM July 13, 2013
Amended by Members December 7, 2013
Amended by Members July 12, 2014
Amended by Members July 11, 2015
Amended by Members July 16, 2016
Amended by Members July 8, 2017
Amended by Members July 14, 2018

ARTICLE 1 - NAME

- 1.1 **Name.** The name of this organization shall be “Saskatchewan Archery Association Inc.” (“SAA”, “Sask Archery” or the “Association”).

ARTICLE 2 - PURPOSE

- 2.1 **Purpose.** The purpose of the Association shall be:
- (a) To foster, perpetuate and direct the practice of archery in the spirit of good fellowship and sportsmanship among all archers;
 - (b) To encourage the use of the bow in the hunting of all legal game and to protect, improve and increase the privileges of bow and arrow hunters;
 - (c) To enhance and further the objectives, scope and aims of the Association and to act in general as the supreme governing body in all matters that pertain to archery in Saskatchewan.

ARTICLE 3 - MEMBERSHIP AND MEMBERSHIP FEES

- 3.1 **Honorary Membership.**
- (a) Individuals in good standing may be recommended by any member in writing, to the Nominating Committee for Honorary Membership. Election of the Honorary Member will be awarded by a majority vote of the members entitled to vote at an annual general meeting of the members. Honorary Members will be exempt from regular fees and dues and will have all the rights of an Adult Member;
 - (b) An Honorary Member has one vote.
- 3.2 **Adult Membership.**
- (a) An individual member who will be 18 years old any time prior to December 31st of the current year, provided they are in good standing and appropriate fees, and dues have been paid (an “**Adult Member**”);
 - (b) An Adult Member has one vote.
- 3.3 **Youth Membership.**
- (a) Individual member who will be under 18 years old during the current membership year, provided they are in good standing and appropriate fees and dues have been paid (a “**Youth Member**”);
 - (b) A Youth Member does not have voting rights.

- 3.4 **Club Affiliation Membership.** Club Affiliation Membership shall be granted to any group of archers who have formed an archery club with appropriate directors, officers and bylaws that conform in principle with the Bylaws of the Association (an “**Affiliated Club**”) provided that:
- (a) The Affiliated Club is in good standing and appropriate fees and dues have been paid;
 - (b) All of the members of the Affiliated Club have also become Adult or Youth Members, as the case may be, of the SAA;
 - (c) The Affiliated Club does not have voting rights.
- 3.5 **Membership Fees and Dues.**
- (a) Membership fees shall be set by the Board of Directors (the “**Board**” or “**Directors**”) from time to time, and shall be set out in the Policies;
 - (b) All fees and dues, as well as penalties for non-payment of fees, shall be set by the Directors from time to time and shall be set out in the Policies;
 - (c) Annual membership fees will become payable on first day of January in each year;
 - (d) Only applications for membership in the SAA by “**NEW**” Adult Members, Youth Members and Clubs which are received after September 30th will be treated as taking effect for the next year;
 - (e) Club membership fees which are not received by December 31st in each year, will be subject to a late fee, at the option of the Directors, and at the rate set out in the Policies.
- 3.6 **Obligation of Membership.** All members shall be subject to any stated guidelines or “**Best Practices**” policies adopted by the Association.
- 3.7 **Member Can Be Expelled.** The Directors may, with just reason and explanation, expel a member, but such member may appeal to the SAA at the AGM within one calendar year and by a majority vote of the voting membership be re-installed.
- 3.8 **Age Groups.** Age groups of the members shall be that set by the Federation of Canadian Archers Inc. (“**Archery Canada**”) with the Board having the right to set additional age groups for developmental programs.

ARTICLE 4 - MEETINGS OF MEMBERS

- 4.1 **Annual General Meetings.**
- (a) The Annual General Meeting of the members having the right to vote (the “**AGM**”) shall be held each year on such day, at such time and in such place as the Board shall determine, in accordance with the provisions of the Bylaws and *The Non-profit Corporations Act, 1995* (the “**Act**”);
 - (b) Unless otherwise stated, the order of business at the AGM shall be:
 - (i) Reading of the minutes of the last AGM;
 - (ii) Reading of the minutes of Extraordinary Meetings held since the last AGM;
 - (iii) Business arising from the minutes;
 - (iv) The President’s Report;
 - (v) The Vice- President’s Report;
 - (vi) The Treasurer’s Report:
 - (A) To receive the financial statements and the report of the Association’s Auditor;
 - (B) To appoint auditors for the ensuring year;
 - (vii) The Target/Field Coordinator’s Report;

- (viii) The JOP Coordinator's Report;
 - (ix) The Membership Coordinator's Report;
 - (x) The Officials Coordinator's Report;
 - (xi) Coaching Coordinator Report;
 - (xii) The 3D Coordinator's Report;
 - (xiii) The Archery Canada coordinator's Report;
 - (xiv) The Publicity Coordinator's Report;
 - (xv) Reports of committee chairpersons, if any, including:
 - (A) Bylaws Committee;
 - (B) Nomination Committee;
 - (C) Awards Committee;
 - (D) Equipment Management Committee; and
 - (E) Other committees, if any;
 - (xvi) Election of Directors;
 - (xvii) Election of Honorary Members;
 - (xviii) Old business;
 - (xix) New business;
 - (xx) Adjournment.
- (c) All reports shall be written and submitted to the secretary two weeks before the AGM. After presentation at the AGM, the secretary shall place them on file in the Records Book of the Association.

4.2 **Extraordinary General Meeting.**

- (a) All general meetings of the members of the SAA having the right to vote, other than the AGM, shall be Extraordinary General Meetings (an "**Extraordinary General Meeting**"), and shall be called by the President or pursuant to Article 4.2(b). Extraordinary General Meetings shall be held in a place as designated by the Board;
- (b) An Extraordinary General Meeting may be called on written request signed by ten (10%) percent of the members of the SAA having the right to vote addressed to the President and stating therein the general nature of the business to be transacted;
- (c) Order of business at an Extraordinary General Meeting shall be:
 - (i) Reading of the minutes of the last Extraordinary General Meeting;
 - (ii) Business for which the meeting was called;
 - (iii) Election of members to vacancies in the Board, if any;
 - (iv) Adjournment.

4.3 **Quorum for AGM and Extraordinary General Meetings.** The quorum for an AGM or an Extraordinary General Meeting will be the Voting Members who are present at such meeting in person (which includes telephone, video conference or other electronic means provided all members can hear each other) or by proxy, provided that a quorum may not be less than three such people.

ARTICLE 5 - DIRECTORS, OFFICERS AND OTHER POSITIONS

5.1 Directors.

- (a) **Responsibility of Directors.** The supervision and business responsibility of the Association shall reside with the Board;
- (b) **Minimum / Maximum Number of Directors.** The Association shall have a minimum of six and a maximum of eighteen Directors in total at all times, such Directors to be elected by the members or appointed by the Directors only in order to fill a vacancy;
- (c) **Past President a Director.** The Past-President will automatically be a Director for one year;
- (d) **Directors ARE required to be Members.** A Director is required to be a member of the Association;
- (e) **Term.** Directors will be elected for two (2) year terms. Each election shall elect a total of one-half (1/2) of the Directors for a two year term;
- (f) **Staggered Directors Terms.** At the AGM of the Association, there shall be elected up to one half (1/2) of the maximum number of Directors for a term of two years. The balance of the Directors will be renewing their board positions for a period of one year. All Directors shall continue to hold their board position until the expiration of their previously elected terms or until their successors are duly elected.
- (g) **Filling a Board Vacancy.** Any vacancy to occur may be filled by appointment by the Directors. Such an appointee shall hold office until the next AGM at which time the vacancy shall be filled by election for the unexpired term of office;
- (h) **Quorum.** Fifty (50%) per cent of the elected Directors shall constitute a quorum at any Directors meeting;
- (i) **Period for Conducting Business.** The Directors shall conduct the business of the Association in the period between AGM's, an expected period of one year.

5.2 Directors' Meetings by Telephone. A Director may participate in any Directors' or Committee meeting by telephone or by any other communications facility provided that:

- (a) all persons participating in the meeting can hear each other; and
- (b) all such persons agree to such participation;

and any Director participating in a meeting pursuant to this Article 5.2 will be:

- (c) deemed to be present at that meeting;
- (d) counted in the quorum at that meeting; and
- (e) entitled to speak and vote at that meeting.

Any resolutions passed during such a meeting will be as effective as if passed at a meeting where the Director was present in person.

5.3 Directors' Resolutions in Lieu of Meeting.

- (a) A resolution in writing, signed by all the Directors entitled to vote on that resolution at a meeting of Directors or committee of Directors, is as valid as if it had been passed at a meeting of Directors or committee of Directors;
- (b) The resolution referred to in (a) may be transmitted by electronic means and may be in any number of counterparts;
- (c) The resolution referred to in (a) must be passed and approved by two-thirds majority of the Directors;
- (d) A copy of every resolution mentioned in (a) shall be kept with the minutes of the proceedings of the Directors or committee of Directors.

5.4 **Members may Attend Directors' Meetings.** A maximum of five members, as approved by a majority of Directors, shall be allowed to attend a meeting of the Directors, but shall not be entitled to vote, discuss, or otherwise participate in such meeting (an "**Attending Member**"). The Directors shall, by majority vote, be entitled to request any Attending Member leave a Directors' meeting. If such Attending Member refuses to leave such Directors' meeting, the Directors may, by majority vote, revoke the membership of the Attending Member.

5.5 **Officers.**

- (a) The officers of the Association are the Past-President, President, the Vice-President, the Secretary, the Treasurer and such other officers as required (the "**Officers**");
- (b) The President, Vice-President, Secretary and Treasurer are elected by the Directors. An Officer is not required to be a member of the SAA;
- (c) Past-President will be the previous President.

5.6 **Directors' Responsibility to Act as Officer or Coordinator.** Subject to the provisions of the Act, each person agreeing to act as Director shall, prior to being elected, agree that they will, if so requested by the Directors of the Association, hold one of the following coordinator positions or offices:

- (a) President, Vice-President, Secretary and Treasurer, subject to confirmation and election by the Directors as required by Article 5.2 and the Act;
- (b) Publicity Coordinator;
- (c) JOP Coordinator;
- (d) Coaching Coordinator;
- (e) Officials Coordinator;
- (f) 3D Coordinator;
- (g) Target/Field Coordinator;
- (h) High Performance Coordinator;
- (i) Archery Canada Liaison;
- (j) Aboriginal Liaison;
- (k) Grants Coordinator;
- (l) Membership Coordinator;
- (m) Such other Officers or coordinators as may be determined by the Directors from time to time.

Each Coordinator shall solicit the board of directors for committee members where there is need so as to perform his/her duties.

5.7 **Committees.**

- (a) The Board will, on a yearly basis and at its earliest convenience, appoint the required chairperson for a Policies Committee and a Finance Committee.
- (b) The Board may, at its option, appoint at its earliest convenience or as required, a chairperson (the "**Chairperson**") for any other such committee or committees (the "**Committees**" or individually a "**Committee**") as may be required to assist in the operation of the Association;
- (c) The Chairperson of a Committee shall be responsible directly to the Directors and shall serve a term of office as determined by the Directors;
- (d) Each Chairperson shall solicit the board of directors for committee members where there is need so as to perform the duties of the Committee;

- (e) Duties and responsibilities of appointed Chairpersons shall be as set out in these Bylaws.
- (f) Scope of Operations for each committee will be outlined in the SAA policies and procedures.

5.8 Paid Position of Executive Director.

- (a) The Association will employ and maintain employment of an Executive Director as required by and under the direction of Sask Sport Inc. ("**Sask Sport**");
- (b) The Executive Director will NOT be a voting position on the Board;
- (c) The Executive Director will report directly to the President and then to the Board through the President;
- (d) The Executive Director's duties will be as set out in the SAA Policies as amended by the Directors from time to time.
- (e) The Executive Director position will be maintained through independent contract, hired to carry out the assigned duties and not considered an employee of the association.

ARTICLE 6 - DUTIES OF OFFICERS AND OTHER APPOINTED POSITIONS

6.1 President. The President shall:

- (a) Preside over all meetings of the SAA and of the Board;
- (b) Preserve order and shall apply and enforce all Bylaws and rules of the SAA;
- (c) Appoint all of the Directors to committees as the President deems necessary and expedient;
- (d) Be an appointed signing authority for cheques on behalf of the SAA;
- (e) Watch over the assets and records of the SAA;
- (f) Be ex-officio member of all committees;
- (g) Delegate any of the President's duties as he deems expedient;
- (h) Initiate and develop activities which will accomplish the objectives of the SAA;
- (i) Hire and direct activities of all staff personnel.
- (k) Oversee the strategic direction and planning for the association, ensuring the planned initiatives are being met in the timelines indicated in the SAA's strategic plan.

6.2 Vice-President. The Vice-President shall:

- (a) Assist the President in the discharge of the President's duties and in the absence or disability of the President, shall act in his stead;
- (b) Be an appointed signing authority for cheques on behalf of the SAA;
- (c) Receive copies of all pertinent correspondence and material received by the President so that he/she is knowledgeable and informed as to what is requested of, and what is being done when taking over the duties of the President in the President's absence or disability;
- (d) Normally become President following the end of a term as Vice-President;
- (e) Become President should that office becomes vacant (in that circumstance shall be eligible for full term as President in the period upon succession to Presidency).
- (f) Assist in the strategic direction and planning for the association, ensuring the planned initiatives are being met in the timelines indicated in the SAA strategic plan.

6.3 Past-President. The Past-President shall:

- (a) Hold office for one year after the date of his or her retirement as President;
- (b) Be eligible to act on any committee, generally assist the President and give such assistance to the Board and the Association, as well as advance the objectives of the Association;
- (c) Be a Director and vote at Director's meetings.

6.4 Treasurer. The Treasurer shall:

- (a) Exhibit accurate records of all income and expenditures, assets and liabilities of the SAA;
- (b) Prepare and present the statement of accounts and fiscal spending reports to the board on a monthly basis.
- (c) Receive and deposit all membership fees and dues from the Membership Coordinator or Executive Director;
- (d) Review all expense claims for accuracy and alignment with the SAA spending policies. Bring all discrepancies in the claims to the attention of the board for review and decision.
- (e) Oversee and assign administrative duties of the treasurer to the Executive Director to carry out.
- (f) Deposit all receipts of cash and cheques in the bank or depository as directed by the Board;
- (g) Be an appointed signing authority for the SAA;
- (h) Present a financial statement at the AGM;
- (i) Present the books and accounts of the SAA to a duly qualified chartered accountant or certified general accountant within six (6) weeks after the termination of each fiscal year, to have an audit of the financial affairs of the SAA;
- (j) Attend to all required corporate filings with Information Services Corporation;
- (k) Attend to the preparation of the budget in collaboration with the Executive Director and SAA finance committee.
- (l) Liaise with Sask Sport's designated bookkeeper and Chief Financial Officer to ensure general ledger and statement of accounts are allocated correctly.
- (m) Ensure the budgets are allocated in a manner that supports the strategic direction of the association.

6.5 Secretary. The Secretary shall:

- (a) Record minutes of all meetings of the SAA and Board and keep an up-to-date list of all Bylaws;
- (b) Promptly attend to all correspondence and see that all notices are duly given as required;
- (c) Send copies of minutes to all Directors within 10 days of the meetings;
- (d) Carry out policies formulated by the Board;
- (e) Ensure minutes from the AGM are prepared for posting on the SAA's website.

6.6 Officials Coordinator. Officials Coordinator shall:

- (a) Study in detail the rules covering both world controlled (FITA) and nationally controlled (Archery Canada) competition;
- (b) Immediately avail himself/herself of shooting schedules for all provincial competitions planned for the next 12 months;
- (c) Work with the 3D Coordinator and the Target Coordinator to draw up a roster of judges prepared to work in the major tournaments;
- (d) Assess the clinics needs of Saskatchewan for the up-coming year;
- (e) Research and pursue adequate funding of host judges clinics;

- (f) Organize and train a roster of provincial judges who will be available for judging at provincial tournaments;
- (g) Whenever the occasion permits, conduct seminars regarding judging responsibilities and rule interpretations;
- (h) Ensure consistent, accurate interpretation of all shooting rules governing competition and Archery Canada;
- (i) Enforce all rules of Archery Canada at all competitions;
- (j) Maintain a record of active judges who can make themselves available for a reasonable number of tournaments;
- (k) Keep the membership and Affiliated Clubs aware of the certified judges in Saskatchewan.
- (l) In collaboration with the board work to draft the Officials program strategic direction and work to carry out the approved initiatives over the defined planning period.
- (m) Ensure each club has the required number of officials as outlined in the SAA/ Archery Canada agreement.

6.7 Target/Field Coordinator. For all Championships (as defined in Section 9.1), the Target /Field Coordinator shall:

- (a) Collaborate with the Officials Coordinator to ensure that the field is set up in accordance with rules and for the safety of all;
- (b) Appoint or act as registrar to collect fees for the SAA target team members.
- (c) Appoint or act as Director of Shooting at each tournament;
- (d) Ensure that all scores are collected and forwarded to the appropriate person keeping statistical records;
- (e) Be up to date on the rules and regulations for target rounds; ensure members are well informed of any changes.
- (f) Inventory medals, scorecards and awards required for target/field shoots; order when necessary.
- (g) Monitor all expense claims for target/field classes, instructions, competitions and athlete expenses.
- (h) Assist in selection of athletes for the Fred Usher Cup.
- (i) Act as a member of the High Performance committee
- (j) Assess the target team scoring requirements and funding criteria
- (k) Ensure follow-up reporting is complete after each event
- (l) In collaboration with the board work to draft the Target program strategic direction and work to carry out the approved initiatives over the defined planning period.

6.8 3D Coordinator. For all Championships (as defined in Section 9.1), the 3D Coordinator shall:

- (a) Collaborate with the Officials Coordinator to ensure that the field is set up in accordance with rules and for the safety of all;
- (b) Appoint or act as registrar to collect fees for the SAA 3-D Team.
- (c) Appoint or act as director of shooting at each tournament;
- (d) Ensure that all scores are collected and forwarded to the appropriate person keeping statistical records;
- (e) Be up to date on the rules and regulations for 3D rounds; ensure members are well informed of any changes.
- (f) Inventory medals and awards required for 3D shoots; order when necessary.
- (g) Monitor all expense claims for 3D classes, instructions, competitions and athlete expenses.
- (h) Assess the 3D team scoring requirements and funding criteria.
- (i) Act as a member of the High Performance committee
- (j) Ensure follow-up reporting is complete after each event

(k) In collaboration with the board work to draft the 3D program strategic direction and work to carry out the approved initiatives over the defined planning period.

6.9 High Performance Coordinator. The High Performance Coordinator shall:

(a) Plan and Coordinate the training and development of long term athlete development in the Province;

(b) Compile, update, standardize and publish rules and regulations for High Performance rounds;

(c) Monitor all expense claims for High Performance classes, instructions, competitions and athlete expenses.

(d) Act as a member of the High Performance committee

(e) In collaboration with the board work to draft the HP program strategic direction and work to carry out the approved initiatives over the defined planning period.

6.10 JOP Coordinator (s). The JOP Coordinator (s) shall:

(a) Over see the Affiliated Clubs that are participating in the JOP program;

(b) Work with the JOP coordinator appointed by each Affiliated Club (the “**Club JOP Coordinator**”);

(c) Confirm with the Membership Coordinator or the Executive Director that the JOP archers are SAA members;

(d) Record the JOP archers' information and scores that are sent in by the Club JOP Coordinators and send badges, button and vinyl stripes as they are requested by the Club JOP Coordinators;

(e) Maintain a supply of badges, buttons and vinyl stripes;

(f) With respect to the annual JOP Championship:

(g) attend to all matters relating to the registration of the archers submitted by the Club JOP Coordinators for the annual JOP Championship;

(h) set target assignments;

(i) attend to ordering medals;

(j) ensure that all scores are collected and submit final results of the JOP Championship to the Executive Director for posting on the SAA website.

(k) In collaboration with the board work to draft the JOP program strategic direction and work to carry out the approved initiatives over the defined planning period.

6.11 Archery Canada Liaison. Archery Canada Liaison shall:

(a) Represent the SAA at all Archery Canada directors meetings;

(b) Pass information from Archery Canada to other members of the SAA who may need the information;

(c) Be on one or more Archery Canada committees.

(d) Be informed of the agreements the SAA has in place with Archery Canada and in collaboration with the SAA directors ensure all criteria to uphold these agreements is being fulfilled.

6.12 Membership Coordinator. Membership Coordinator shall perform and/or oversee the Executive Director in performing the following:

- (a) Receive all applications for memberships submitted to the SAA;
- (b) Pass all membership fees received along to the Treasurer or deposit in the account as directed by the Treasurer;
- (c) Submit all memberships to the Archery Canada in a format and in accordance with the guidelines set by Archery Canada from time to time;
- (d) At the earliest date, return membership cards to the members and update Affiliated Club lists to the Association;
- (e) Keep a list or lists of members as directed by the Directors;
- (f) Provide membership statistics of members as directed by the Directors.
- (g) In collaboration with the board work to draft the Membership program strategic direction and work to carry out the approved initiatives over the defined planning period.
- (h) Ensure all follow-up reporting and reconciliations are complete.
- (i) Ensure club affiliation submission requirements are met
- (j) Prepare contact lists to ensure communication channels are accurate.

6.13 Publicity Coordinator. Publicity Coordinator shall:

- (a) Keep SAA membership & Archery Canada informed of events by way of submissions to the website;
- (b) Keep media informed of shoot results;
- (c) Review the SAA strategic plan and develop a communications strategy to support the initiatives being undertaken by the board of directors.
- (d) Advertise SAA events through the media if possible
- (e) Promote SAA member athletes and the sport to its membership and the media by way of article submission to the member newsletter and/or media.

6.14 MAP Grants Coordinator. The MAP Grants Coordinator shall:

- (a) Send MAP Grant applications to all Affiliated Clubs when required;
- (b) Distribute, accept and review all applications from Affiliated Clubs for MAP Grants, report to the Board on proposed disbursement of the MAP Grant and oversee the disbursement of all MAP Grants.
- (c) Oversee the audit of MAP grant submissions

6.15 Coaching Coordinator (N.C.C.P.). The Coaching Coordinator (N.C.C.P.) shall:

- (a) Plan, organize and assist with the Set up all coaching clinics in collaboration with the SAA's Master Facilitator.
- (b) Ensure each club has the required number of coaches as outlined in the SAA/ Archery Canada agreement.
- (c) Ensure a list of all coaches is current for publication
- (d) Promote the benefits of coaching certification to SAA's membership.
- (e) Work with coach clinic participants to ensure their certification deadlines are being met.
- (f) Work to recruit coaches and managers for the Sask Summer Games.

(g) In collaboration with the board work to draft the Coaching program strategic direction and work to carry out the approved initiatives over the defined planning period.

(h) Ensure follow-up reporting is complete

6.16 Aboriginal Liaison. The Aboriginal Liaison shall:

(a) Liaise with, all aboriginal groups throughout the province as requested by Sask Sport or by any such aboriginal group;

(b) Represent all aboriginal groups throughout the province when required.

(c) Assist in planning and execution for North American Indigenous Games (NAIG) and First Nations Summer Games.

(d) In collaboration with the board work to draft the Aboriginal program strategic direction and work to carry out the approved initiatives over the defined planning period.

(e) Ensure follow-up reporting is complete after each event

ARTICLE 7 - ELECTIONS

7.1 **Nominations.** Nominations for election as Directors of the Association shall be made at each AGM. Directors will be elected by a majority vote of the voting members present at the AGM.

ARTICLE 8 - COMMITTEES

8.1 President may Establish Committees. The President may establish such committees as may be required from time to time, including, but not limited to, the Committees set out in Article 5.7. The Chairperson and members of each Committee do not need to be Directors with the exception of the standard committees identified in

8.2.

Standard Committees. The Board shall ensure that a Finance Committee and a Policies Committee are filled each year, and that these standard committees are made up of officers and/or directors of the Board. These committees will consist of a chairperson and a minimum of two (2) committee members.

(a) Duties for the Policy Committee and the Finance Committee shall be as set out in the SAA Policies and Procedures.

(b) Scope of Operations for the Policy Committee and the Finance Committee will be outlined in the SAA Policies and Procedures.

ARTICLE 9 - ANNUAL INDOOR/ OUTDOOR FITA/FIELD AND 3D PROVINCIAL CHAMPIONSHIPS

9.1 **Annual Tournaments.** The SAA shall sponsor annual tournaments (the “**Championships**”) to determine Provincial Champions. The type and location of the Championships shall be determined by the Board.

9.2 **Rules.** The rules of the Championships will be the rules set by Archery Canada from time to time. The Board shall be able to add classes (cubs, masters, etc) and types of tournaments (3-D, JOP, etc) for the purpose of developing participation in archery.

9.3 **Bids.** Bids for the Championships are to be submitted by Affiliated Clubs capable of hosting the Championships and presented to the Board at their meeting designated for that purpose.

9.4 **Tournament Committee.** Subject to guidance and approval of the Board, the Affiliated Club with the successful bid will establish a tournament committee shall arrange and manage all details of the Championships.

- 9.5 **Competition Open to SAA Members.** Competition in all Championships shall be open to all members in good standing on payment of appropriate fees and dues. The Championship titles and trophies can only be won by SAA members in good standing.

ARTICLE 10 - SAA CHAMPIONSHIPS

- 10.1 **Target and Field Championship Events Fees.** Target and Field Championship events registration fees be set by the Directors from time to time, and shall be set out in the Policies.
- 10.2 **3D Outdoor Events Fees.** 3D Outdoor Championship events registration fees be set by the Directors from time to time, and shall be set out in the Policies.
- 10.3 **3D Indoor Events Fees.** 3D Indoor Championship events registration fees be set by the Directors from time to time, and shall be set out in the Policies.
- 10.4 **Compensation.** The Hosting Affiliated Clubs of 3D Championship events and Target and Field Championship events will receive the following funding:
- (a) A percentage of the registration fee for each adult participant and for each youth participant in the amounts to be set by the Directors from time to time, as set out in the Policies;
 - (b) A hosting grant in the amount set by the Directors from time to time, as set out in the Policies.
- 10.5 **Provision of Targets, Medals and Officials.**
- (a) For all 3-D Championship events, the Hosting Affiliated Club will supply all 3-D animal targets;
 - (b) For all Target and Field Championship events, the Hosting Affiliated Club will supply all targets and butts;
 - (c) The SAA will supply all medals and trophies for each Championship event;
 - (d) The SAA will pay the costs of the Officials for each Championship event, based on the rates set by the Directors from time to time as out in the Policies.

ARTICLE 11 - ATHLETE OUT OF PROVINCE TRAVEL ASSISTANCE

- 11.1 **Qualifying To Receive Out of Province Travel Assistance.** In order to qualify for financial assistance, target archers, 3D archers or High Performance Archers, as the case may be, must meet the requirements set by the Directors from time to time as set out in the Policies.

ARTICLE 12 - ASSISTANCE TO BE PAID

- 12.1 **Financial Assistance.** As per Sask Sport's Funding Guidelines, this portion of funding is allocated to enable the Association to provide direct funding support to athletes who are committed to competing beyond a provincial level and have the greatest potential to improve their performance standard and/or ranking at the national level. Financial Assistance is subject to the following:
- (a) Assistance is subject to available funds;
 - (b) Expense forms must be submitted to the appropriate Coordinator within one week of a National event, and to the Treasurer by April 15th;
 - (c) Expenses shall be paid at the rate set by the Directors from time to time as set out in the Policies.

- 12.2 **Funding.** Funding for each of the programs shall be as set by the Directors from time to time, and as set out in the Policies.
- 12.3 **Athlete Eligibility and Criteria.** Athletes must meet the eligibility and criteria requirements as set by the Directors from time to time and as set out in the Policies.
- 12.4 **Athlete Program Completion Responsibility.** Once the granted funds are used, the athlete must complete the required follow up report and return it, along with receipts for costs incurred, to the Association. The Association is responsible for approving all follow up reports and submitting to Sask Sport.
- 12.5 **Eligible Expenditures.** The eligible expenditures will be set by the Directors from time to time and will be set out in the Policies.

ARTICLE 13 - NOTICES

- 13.1 **Notice to Members.** A notice may be given to a member either personally, by mail to the member's registered address, by electronic mail at the address that the member provides to the Association, by way of website notice or in accordance with the Act.
- 13.2 **Deemed Delivery.** Any notice that the Association gives the member:
- (a) By mail will be deemed to have been given 72 hours after it is posted, and to prove that notice was given it is sufficient to prove that the notice was properly addressed and put in a Canadian post office receptacle;
 - (b) By electronic mail will be deemed to have been given on the day that the transmission was successfully sent to the member's electronic mail address;
 - (c) By website will be deemed to have been given on the day that the posting occurs and as per the date included in the post.
 - (d) As otherwise set out in the Act.
- 13.3 **Omission or Non-Receipt of Notice.** The accidental omission to give notice of a meeting to, or the non-receipt of a notice by, any member does not invalidate proceedings at that meeting.
- 13.4 **Definition of Notice.** In these Bylaws, the word "notice" includes any request, statement or other writing required or permitted to be given by the Association to the members.

ARTICLE 14 - FISCAL YEAR END

- 14.1 **Fiscal Year End** The fiscal year end of the Association will be April 30th.

ARTICLE 15 - ADDRESS

- 15.1 **Address.** The address of the SAA shall be the home of the President, Secretary, Treasurer or Executive Director, as determined by the Directors from time to time.

ARTICLE 16 - OFFICIAL LANGUAGE

- 16.1 **Official Language.** The official language of the SAA shall be English.

ARTICLE 17 - DISSOLUTION

- 17.1 **Dissolution.** Upon liquidation and dissolution any remaining assets of the Association shall be donated to one or more registered Canadian charities decided upon by the membership at a General Meeting.

ARTICLE 18 - AMENDMENTS AND REVISIONS TO THE BYLAWS

18.1 Amendments and Revisions.

- (a) These Bylaws may be amended or revised by Special Resolution of the voting members of the Association. Notice of a motion to amend or revise these Bylaws must have been given to the voting members, in accordance with Article 13 not less than fifteen (15) days prior to the vote.
- (b) "Special Resolution" means a resolution:
 - (i) Passed and approved by a two thirds majority vote of the voting members, present in person or by proxy at a duly called and convened AGM or Extraordinary General Meeting; or
 - (ii) Made and approved in writing (which may be transmitted by facsimile, electronically, by mail or otherwise) by a two-thirds majority of votes received from the voting members by facsimile, electronically, returned ballots taken by mail vote, or otherwise.

18.2 Amendments and Revisions by Directors. Notwithstanding the provisions of Section 18.1, Section 90 of the Act applies to these Bylaws.