PARKLAND PICKLEHEADS PICKLE BALL CLUB
BYLAWS

ARTICLE 1 - DEFINITIONS

In these Bylaws, the following words have these meanings:

1.1 Act means the *Societies Act* RSA 2000, Chapter S-14 as amended, or any statute substituted for it.
1.2 Annual General Meeting means the annual general meeting described in Article 5.
1.3 Board means the Board of Directors of this Society.
1.4 Bylaws means the Bylaws of this Society as amended.
1.5 Director means any person elected or appointed to the Board.
1.6 Member means a Member in good standing of the Society.
1.7 Register of Members means the list maintained by the Board of Directors containing the names of the Members of the Society.
1.8 Society means the Parkland Pickleheads Pickle Ball Club.
1.9 Special Meeting means the special meeting described in Article 5.3.
1.10 Special Resolution means:
a) A resolution passed at a General Meeting of the membership of this Society. There must be twenty-on (21) days' notice for this meeting. The notice must state the proposed resolution. There must be approval by a vote of 75% of the voting Members who vote in person;
b) A resolution proposed and passed as a Special Resolution at a General Meeting with less than twenty-one (21) days' notice. All the Voting Members eligible to attend and vote at the General Meeting must agree; or
c) A resolution agreed to in writing by all the Voting Members who are eligible to vote on the resolution in person at a Special Meeting.
1.11 Voting Member means a Member entitled to vote at the meetings of the Society.

ARTICLE 2 - MEMBERSHIP

2.1 The Board decides annual membership fees. Membership fees are non-refundable. Membership fees may be reimbursed at the discretion of the Board.

2.2 Any individual 10 years or older may become a member upon payment of the fee and signing of the club's waiver. The individual will be entered as a Member in the Register of Members.

2.3 The annual membership fees are due on or before January 1st each year. The membership year is January 1st to December 31st each year.

2.4 A Member is in good standing when the Member has paid the membership fees, signs the club waiver, and is not suspended or expelled as provided for under Article 2.9 or 2.10.

2.5 Any Member in good standing is entitled to:

a) Receive notice of meetings of the Society;
b) Attend any meeting of the Society;
c) Speak at any meeting of the Society;
d) Vote at meetings of the Society;
e) Participate in activities organized by the Society; and
f) Exercise other rights and privileges given to Members in these bylaws.

2.6 A voting Member is entitled to one (1) vote at a meeting of the Society.

2.7 Any member wishing to withdraw from membership may do so upon a notice in writing to the Board through its Secretary.

2.8 If any member fails to renew membership by paying the required fees for any year, the member will automatically be suspended 30 days after the membership fees are due, or as of June 1st of the given year. At that point, the individual won't be entitled to any membership privileges or powers in the Society until reinstated by paying full membership fees.

SUSPENSIONS

2.9 The Board may, at a Special Meeting called for that purpose, suspend any member of the society in good standing for not more than three (3) months for one or more of the following reasons:

a) If the Member has failed to abide by the code of conduct;
b) If the Member has disrupted the activities or functions of the Society; or
c) If the Member has, by virtue of an action or inaction, or threat thereof, caused, or will cause, harm to the Society or its members.

2.9.1 The affected member will receive at least two (2) weeks' notice of the Board's intention to address whether the Member should be suspended or not. Notice may be sent either by single registered mail to the last known address of the Member or may be delivered by a Director. The notice will state the reasons why suspension is being considered.

2.9.2 The Member will have an opportunity to appear before the Board to speak to the matter. The Board may allow another person to accompany the Member. The Board

will determine how the matter will be dealt with and may limit the time given to the Member to address the Board. The Board may exclude the Member from its discussion of the matter, including the deciding vote. The decision of the Board is final.

EXPULSIONS

2.10 The Board may, at a Special meeting called for such a purpose, expel any Member for gross misconduct sufficient to be harmful to the interests of the Society. This decision is final. The name of the Member is removed from the Register of Members. An expulsion will normally only be in effect for a period of one (1) year.

2.10.1 If the Board determines the conduct of the expelled member constitutes a serious risk to the other members, the expulsion period may be extended for up to a lifetime, at the discretion of the Board.

2.11 A former member has no rights or privileges effective the day following the date of the withdrawal, suspension or expulsion.

ARTICLE 3 - BOARD OF DIRECTORS

3.1 The Board shall, subject to the Bylaws or directions given by majority vote at any meeting properly called and constituted, have full control and management of the affairs of the Society except as stated in the *Societies Act*. Meetings of the Board shall be held as often as may be required, but at least once every three months, and shall be called by the President.

3.2 The Board shall consist of:

a) President;
b) Past President / Director;
c) Vice- President;
d) Secretary;
e) Treasurer; and
f) Three (3) Directors-at-large.

3.3 The term of each Board member shall be two (2) years, except in the first year of enactment of these bylaws as per 3.5 below.

3.4 Any four members 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.

ELECTION OF THE BOARD

3.5 At the 2019 Annual General Meeting (AGM) of the Society, the Voting Members will elect the following:

a) President, Vice-President, Past-President/Director and one (1) Director-at-large, each serving a term of two (2) years, ending at the 2021 AGM; and
b) Secretary, Treasurer, and one (1) Director-at-large, each serving a one (1) year term ending at the 2020 AGM.

3.5.1 At each succeeding AGM of the Board, Voting Members will elect those Directors whose terms have ended or whose positions are vacant.

3.5.1 (a) In 2026 the Voting Members will elect a Vice President for a 2 year term from 2026 onwards in order to have the Vice President Term expiring in 2028, whereas the President's Term will expire in 2027.

3.5.2 A Director, including the President and immediate Past-President may resign from office by giving one (1) months' notice in writing.

3.5.3 Voting Members may remove any Director or Officer, including the President or the immediate Past-President, before the end of his/her term by a majority vote at a Special Meeting called for this purpose.

3.6 If there is a vacancy on the Board, the remaining Directors may appoint a Member in good standing to fill the vacancy for the remainder of the term.

3.7. A person appointed or elected a Director becomes a Director if they were present at the meeting when being appointed or elected, and did not refuse the appointment. They may also become a Director if they were not present at the meeting but consented in writing to act as Director before the appointment or election, or within ten days after the appointment or election, or if they acted as a Director pursuant to the appointment or election.

PRESIDENT

3.8 The President shall be ex-officio a member of all Committees. He/she shall, when present, preside at all meetings of the Society and of the Board. In his/her absence, the Vice-President shall preside at any such meetings. In the absence of both, a chairperson may be elected at the meeting to preside. The President carries out other duties as assigned by the Board.

VICE PRESIDENT

3.9 The Vice-President presides at meetings in the President's absence, and carries out other duties as assigned by the Board.

SECRETARY

3.10 The secretary attends all meetings of the Society and of the Board, and keeps accurate minutes of the same. He/she shall have charge of the Seal of the Society which whenever used shall be authenticated by the signature of the Secretary and the President, or, in the case of the death or inability of either to act, by the Vice-President. In case of the absence of the Secretary, his/her duties shall be discharged by such officer as may be appointed by the Board. The Secretary shall have charge of all the correspondence of the society and be under the direction of the President and the Board. The Secretary shall also keep a record of all the members of the Society and their addresses, and send all notices of the various meetings as required. The Secretary carries out other duties as assigned by the Board.

TREASURER

3.11 The Treasurer shall receive all monies paid to the Society, including the annual Membership fees, and be responsible for the deposit of the same in whatever Bank, Trust Company, Credit Union or Treasury Branch the Board may order. He/she shall properly account for the funds of the society and keep such
books as may be directed. He/she shall present a full detailed account of receipts and disbursements to the Board whenever requested and shall prepare for submission to the Annual Meeting a statement duly audited of the balance sheet and statement of operations of the society and submit a copy of same to the Secretary for the records of the society. The Office of the Secretary and Treasurer may be filled by one person if any annual meeting for the election of officers shall so decide. The Treasurer carries out other duties as assigned by the Board.

PAST-PRESIDENT

3.12 The Past-President chairs the nominating committee and carries out the duties assigned by the Board.

REMUNERATION

3.13 Unless authorized at any meeting and after notice for the same shall have been given, no Officer, Director, or Member of the Society shall receive any remuneration for his/her services.

COMMITTEES

3.14 The Board may appoint committees to advise the Board. A Board Member chairs each committee created by the Board.

ARTICLE 4 - FINANCIAL MANAGEMENT

4.1 The Registered Office of the Society is located within the exterior boundaries of Parkland County, Alberta. Another place may be established at the AGM or by resolution of the Board, as long as this change is communicated to the Corporate Registry.

4.2. The books, accounts and records of the Society shall be audited at least once each year by a duly qualified accountant or by two members of the society, who are independent of the Treasurer, as appointed by the Board prior to the AGM. This complete and proper set of financial statements and audit report of the books for the previous year shall be submitted by the Treasurer at the AGM of the society.

4.3 The fiscal year end of the Society in each year shall be DECEMBER 31st.

4.4. The books and records of the society may be inspected by any member of the society at the Annual Meeting or at any time upon giving reasonable notice and arranging a time satisfactory to the officer or officers having charge of the same. Each member of the Board shall at all times have access to such books and records.

BORROWING POWERS

4.5. For the purpose of carrying out its objects, the society may borrow or raise or secure the payment of money in such manner as it thinks fit, and in particular by the issue of debentures, but this power shall be exercised only under the authority of the society, and in no case shall debentures be issued without the sanction of a special resolution of the society.

ARTICLE 5 - MEETINGS

ANNUAL GENERAL MEETING (AGM)

5.1. This Society shall hold an AGM on or before May 31st in each year, of which notice in writing to the last known email address of each member shall be delivered by email 21 days prior to the date of the meeting. At this meeting elections shall be held and fill any vacancies on the Board. The officers and directors so elected shall form a Board, and shall serve until their successors are elected and installed. Any member in good standing shall be eligible to any office in the society.

5.1.1 Agenda for the AGM: The Annual General Meeting deals with the following matters:

a) Adopting the agenda;
b) Adopting the minutes of the last AGM;
c) Consideration of the President's report;
d) Reviewing the financial statements setting out the Society's income, disbursements, assets, and liabilities and the auditor's report;
e) Electing the Board as per Article 3.3;
f) Other specific motions that any member has given notice of before the

meeting is called.

5.1.2 Attendance of 5% of the Members with a minimum of 30 people at the AGM is

a quorum.

VOTING

5.2 Any member who has not withdrawn from membership nor has been suspended or expelled shall have the right to vote at any meeting of the society. Such votes must be made in person and not by proxy or otherwise. A show of hands decides every vote at the AGM. A majority of the votes of the Voting Members present decides each issue and resolution. The President declares a resolution carried or lost and does not need to include the number of votes for or against.

SPECIAL MEETINGS OF THE SOCIETY

5.3 A Special Meeting may be called at any time:

a) By a resolution of the Board of Directors to that effect;
b) On the written request of at least four (4) Directors. The request must state the reason for the Special Meeting and the motion(s) intended to be submitted at this Special meeting; or c) On the written request of at least one-third (1/3) of the Voting Members. The request must state the reason for the Special Meeting and the motion(s) intended to be submitted at this Special meeting.

5.3.1 The Secretary or President mails, emails, or delivers a notice to each member at least twenty-one (21) days before the Special Meeting stating the place, date, time and purpose of the Special Meeting. Only the matter(s) set out in the notice for the Special Meeting are considered at the Special Meeting.

5.3.2 Any Special Meeting has the same method of voting and the same quorum requirements as the AGM.

ARTICLE 6 - BYLAWS

6.1. These Bylaws may be rescinded, altered or added to by a “Special Resolution” at any AGM or Special Meeting of the Society.

6.2 Twenty-one (21) days’ notice of the AGM or Special Meeting of the Society must include details of the proposed resolution to change the Bylaws.

6.3 The amended Bylaws take effect after approval of the Special Resolution at the AGM or Special Meeting and accepted by the Corporate Registry of Alberta.

ARTICLE 7 – DISTRIBUTING ASSETS AND DISSOLVING THE SOCIETY

7.1 The Society does not pay any dividends or distribute its property among its members.

7.2 If the Society is dissolved, any funds or assets remaining after paying all the debts are to be paid to a non-profit organization with objects similar to those of the Parkland Pickleheads Pickleball Club.

7.3 Members are to select the organization to receive the assets by special resolution. In no event do any Members receive any assets of the Society.

Revised: August 13, 2026