



## FREDERICTON DISTRICT SOCCER ASSOCIATION BY-LAWS

Adopted: February 22, 1986

**Revised:**  
**October 19, 1986**  
**October 05, 1988**  
**October 07, 1993**  
**October 13, 1994**  
**November 21, 1996**  
**October 18, 1997**  
**October 17, 1998**  
**October 14, 1999**  
**October 18, 2001**  
**October 23, 2002**  
**October 29, 2003**  
**October 27, 2004**  
**October 25, 2005**  
**October 23, 2006**  
**October 24, 2007**  
**October 21, 2009**  
**October 26, 2011**  
**October 30, 2012**  
**October 25, 2022**  
**March 16, 2023**

## FREDERICTON DISTRICT SOCCER ASSOCIATION BY-LAWS

### ARTICLE 1: NAME

The name of the Association shall be the ***Fredericton District Soccer Association***, hereinafter called ***The Association***.

### ARTICLE 2: GUIDING PRINCIPLES

- a) To improve and increase community facilities for our players.
- b) To develop quality coach, referee and player programs.
- c) To involve parents, community volunteers.
- d) To provide our members with an enjoyable, affordable and rewarding soccer experience.
- e) To encourage maximum participation.
- f) The right of every member to participate in safe, healthy, and harassment- free play.
- g) To provide a developmental environment that promotes fair play and respect for all participants. The FDSA supports the Fair Play of Soccer through:
  - Safety & Support
  - Opportunities / Access
  - Commitment / Volunteerism
  - Cooperation
  - Education / Enjoyment / Equality
  - Respect / Integrity
- h) To demonstrate leadership in the sport of soccer and being progressive in our actions.
- i) To offer a welcoming and inclusive environment for all members.

### ARTICLE 3: AMENDMENTS

The by-laws of the Association shall not be altered **except** at an Annual General Meeting, and notice of the proposed alteration shall be submitted in writing to the Secretary at least three (3) weeks before the day of the meeting. An amendment to the by-laws shall be made only at an Annual General Meeting and by two-thirds (2/3) majority of the members voting thereon.

#### ARTICLE 4: AFFILIATION

The Association shall be affiliated with Soccer New Brunswick.

#### ARTICLE 5: MEMBERSHIP

The membership of the Association shall include all registered volunteers, players, officials, coaches and managers who operate under the jurisdiction of the Association and who comply with the requirements of its by-laws, by- laws and regulations.

#### ARTICLE 6: ANNUAL GENERAL MEETING

- a) The Annual General Meeting (AGM) of the Association shall be held no later than the 15<sup>th</sup> day of March each year.
- b) All members shall receive at least thirty (30) days' notice of the date, time, and location of the Annual General Meeting.
- c) All financial information shall normally be communicated by the Association to the membership no later than twenty-one (21) days prior to the AGM.
  - a. The Association may also give notice to the members that the annual financial statements are available for viewing (once complete) at the registered office and that members may request a copy free of charge.
- d) All Motions to be discussed at the AGM must be received from members at least fourteen (14) days prior to the AGM.
- e) All members of the Association present at the Annual General Meeting shall be entitled to vote on all business coming before the meeting.
- f) The order of business shall be as follows:
  1. Roll Call
  2. Minutes of Previous Annual General Meeting
  3. Reports: President, Vice-President, Treasurer
  4. Reports: Committees
  5. Unfinished business
  6. Amendments to the By-laws
  7. Election of Officers
  8. New business
  9. Adjournment

#### ARTICLE 7: SPECIAL GENERAL MEETING

A special General Meeting of the Association may be called by the President at the request of ten (10) or more members. A Special General Meeting shall be called within fourteen (14) days of written request. This notice should be in writing, together with details of the matters to be dealt with thereat. Only the business for which the Special General Meeting has been called will be dealt with.

#### ARTICLE 8: VOTING

All members in good standing with the Association shall be allowed one (1) vote at the Annual General Meeting or a Special General Meeting. A parent or guardian of a registered player shall be entitled to one (1) vote. No person shall be entitled to more than one (1) vote at an AGM or

Special General Meeting. There shall be no proxy votes.

#### ARTICLE 9: EXECUTIVE

- a) The officers of the Association shall consist of a President, a Vice-President (Internal), a Vice-President (External), a Secretary and a Treasurer. These officers shall comprise the Executive and shall be empowered to conduct all business on behalf of the Fredericton District Soccer Association.
- b) A quorum shall consist of any three members of the Executive. Each member of the Executive shall be entitled to one vote with the exception of the President, who shall have a casting vote only.
- c) The Executive shall be elected at the Annual General Meeting and shall remain in office for two years. If possible, the President, the Secretary and the Vice-President (External) shall be elected on years opposite the Vice-President (Internal) and the Treasurer.
- d) The Executive shall have the power to set up such committees as it shall deem necessary and to appoint a Chairperson for each such committee.

#### ARTICLE 10: BOARD OF DIRECTORS

- a) The Board of Directors of the Association shall consist of the Executive Officers of the Association and a maximum of eight (8) elected Directors, as set out in policy.
- b) In advancement of gender balance (including recognition of nonbinary) on the Board, while ensuring the prevailing criterion for election is eligibility, ability and professional performance, the Board shall be constituted in a manner such that no gender accounts for more than 60% or less than 40% of the total number of Directors.
- c) Ex officio members: The Past President of the FDSA; a representative of the City of Fredericton Community Services Department (Recreation Division); a representative of the Old Boys Club; a representative of Senior Women and the Fredericton Senior Soccer League (FSSL). Ex officio members shall not be elected and shall be non-voting Board members.
- d) A quorum shall consist of 1/3 of the total number of Board members eligible to vote. Each voting member of the Board shall be entitled to one vote with the exception of the President, who shall have a casting vote only.
- e) Any Board member who misses three consecutive Board meetings, without good reason, may be deemed to have vacated his or her seat.
- f) The Board may appoint a person to fill a vacant seat for the unexpired balance of the term of office.

#### ARTICLE 11: ELECTION AND TENURE

- a) Nominations for election to the Board of Directors must be signified in writing via the form provided by the Association their willingness to stand for office. Nominations shall be submitted at least 14 days before the date of the Annual General Meeting.
- b) Nominations from the floor will be accepted.
- c) All elected positions shall be done by the entire membership.
- d) All elected positions shall be for a period of two (2) years, with approximately half designated to begin and end in even numbered years and the other approximate half designated to begin and end in odd numbered years.
- e) A director may not hold a specific Board position for more than two (2) consecutive two-year terms. In the event that a Board position will be left vacant due to lack of nominations, a director who has already served two (2) consecutive terms in their specific position may reoffer for that position.
- f) A director may only serve up to four (4) consecutive terms on the board of directors, unless elected by the membership mid-term, in which case the director may complete the term and then serve four (4) additional consecutive terms. In the event that a Board position will be left vacant due to lack of nominations, a director who has reached their maximum of four (4) consecutive terms may reoffer for the Board.
- g) Following the completion of the maximum term of office, the director must leave the board for a minimum of one year.

#### ARTICLE 12: DUTIES OF THE EXECUTIVE AND DIRECTORS

- a) The President shall be the Chief Executive Officer of the Association and without limiting the generality of the foregoing shall have the authority and responsibility for administering the affairs of the Association within the policies established by the Board of Directors. The President shall preside at all meetings of the Association and of the Board of Directors. The President shall have no vote except a casting vote at all meetings of the Association. The President may appoint committees and chairpersons, where necessary, and is an ex-officio member of all committees including the standing committees.
- b) The Vice-Presidents shall attend all general meetings of the Association, the Board of Directors and Committees of which they are a member. The Vice-President (Internal) shall oversee the development and implementation of all Association programs; and the Vice-President (External) shall liaise with external bodies, including Soccer New Brunswick. One or other of the Vice- Presidents will act in the absence of the President.
- c) The Directors shall attend all General and Board of Directors meetings. They shall be primarily responsible to the area or committee to which they are elected.
- d) The Executive Director shall give notice of all meetings of the Association to persons entitled and shall attend all meetings of the Board of Directors, all General and Special

Meetings of the Association. The Secretary shall have all minutes approved by the Board at the next succeeding meeting. The Executive Director shall conduct the correspondence of the Association and shall keep the correspondence files and minute files. The Executive Director shall have responsibility for the policies and By-laws of the Association. – if new position is established – this responsibility may change

#### ARTICLE 13: PLAYING RULES

The laws of the game of soccer for the Association shall be those official laws of Soccer New Brunswick and the Canadian Soccer Association as amended and modified, subject to special rules established by the Association to suit particular requirements.

#### ARTICLE 14: SPECIAL ACCOUNTS

Any monies collected by the FDSA for the sponsorship of premiership teams attending national tournaments shall be placed in a special account for that purpose. This fund shall be used solely for sponsoring FDSA premiership teams in traveling to national tournaments and shall not be used for any other purpose. This fund shall be administered in accordance with FDSA policy.

Any monies collected by the FDSA for facility and player development shall be placed in a special account for that purpose. This fund shall be used solely for facilities development and shall not be used for any other purpose. This fund shall be administered in accordance with FDSA policy.

