

**CONSTITUTION OF THE  
SASKATCHEWAN MARTIAL ARTS  
ASSOCIATION**

**A-1 DEFINITION:**

1. The Association shall be called:  
The Saskatchewan Martial Arts Association (SMAA)
2. The Association (SMAA) shall include and promote all forms and styles of Martial Arts in the Province of Saskatchewan.

**A-2 GOAL:**

The Goal of the Association is to promote and facilitate the development of the Martial Arts as a sport throughout the Province of Saskatchewan.

**A-3 OBJECTIVES:**

1. To provide a Martial Arts Association to any and all individuals and groups who do not belong to any other Sask. Sport Martial Arts Association.
2. To promote and sanction active, open, competitive participation in the province. To help foster the strongest possible team in provincial, interprovincial and international Martial Arts competitions as sanctioned by the Saskatchewan Martial Arts Association.
3. To encourage and promote participation from every Zone in the province in SMAA activities.
4. Sponsor clinics and seminars for all aspects of the Martial Arts within the Association.
5. To furnish the means for sport participation to those individuals who could not normally join in team competitions due to financial hardships, or where the sport is not presently available.
6. To help foster a better working relationship among the Saskatchewan Martial Arts Clubs.
7. To provide a standard set of Rules and Medical Requirements for the betterment and welfare of all participants in all SMAA approved and sanctioned activities.
8. Aid in development of coaches, instructors, and officials within the SMAA

**A-4 SEAL**

The Seal shall be kept in the custody of the Secretary-Treasurer. Contracts, documents or other instruments in writing requiring the seal shall be signed upon the recommendation of the executive by any two of the President, Vice-President, or Secretary-Treasurer, and all contracts, documents and instruments in writing shall be binding upon the Association without any further authorization or formality.

## A-5 MEMBERSHIP

1. Membership is available to any individual, Club, or organization who wishes to participate in, and promote the growth and goals of Martial Arts as outlined and defined by the Saskatchewan Martial Arts Association (SMAA) as outlined in their constitution.
2. Membership shall include three classes of members:
  - a) Active
  - b) Associative
  - c) Honorary
3. Any person may become an active member if he/she shall be a member of a duly affiliated club/school.
4. Honorary members may be appointed by the membership at an annual meeting on the recommendation of the executive.
5. An associate membership may be granted to any person or organization who desires to assist in the promotion of Martial Arts and who will register with an affiliated club/school.
6. All member clubs shall have two votes at any General Meeting. Votes may be by proxy, however any voter delegated may not carry more than one proxy vote.
7. Any club or club member who accepts membership in the Association shall be deemed to have undertaken to abide by the by-laws and the regulations of the Saskatchewan Martial Arts Association.
8. The Association executive may terminate the membership of any Association Member, if it is found that the club or individual is not working in the best interest of the association. Such termination may be achieved by a majority vote of the association executive.
9. Resignation:

Any member resigning from the Association shall not be entitled to any refund of fees paid.
10. Discipline of Members:

- A. Automatic Suspension: Where a club recognized by the Association suspends one of its members that suspension and its terms shall be deemed to immediately extend to the suspended person's membership in the Association. The member shall be suspended as a member of this Association until he/she is reinstated by his/her club or by the Association upon a successful appeal launched by the member of the Board of Directors of the Association.

Automatic suspension will also include non-payment of membership fees to the member club and/or to the Association.

Any member suspended by the Board of the Association shall lose all rights and privileges, including the right to train, in any or all clubs recognized by the Association.

- B. Suspension of Clubs: The Board of Directors may suspend any club of the Association for serious breach of SMAA bylaws. Any club that is being considered for suspension must be given ten (10) clear days notice of the charges and the time and place of the Board of Directors meeting at which the question of suspension will be heard. The club may appear in person or in writing to explain the breach of conduct.

The suspension of a club of the Association shall apply to all regular members of that club. The regular members may on an individual basis appeal the decision of their suspension.

- C. Definition of Suspension: Suspension shall mean the withdrawal of the rights and privileges of membership in the Association to the extent and for the period of time determined by the suspending body. Any suspension shall state the extent of withdrawal of the rights and privileges, the length of the suspension, any conditions for behavior during the suspension period, and conditions for restatement to full membership. A suspension may be for life, but such suspension shall not preclude the member of the club involved from reapplying for membership.

The membership at a General meeting must ratify a Board of Directors decision to reinstate a suspended member or club to full membership status. The ratification must be by a 2/3 majority vote of the members present.

#### **A-6 MEMBERSHIP FEES**

1. The annual fees for both active and associate members in the Association shall be set and approved at the Annual General Meeting.
2. Honorary members shall not be required to pay fees.

#### **A-7 BOARD OF DIRECTORS**

1. The business of the Saskatchewan Martial Arts Association shall be conducted by a Board of Directors.
2. TERM OF OFFICE: The President, Vice president, Secretary-Treasurer and Registrar shall hold office for two years from the date of their election and shall be eligible to stand for re-election if nominated. These offices shall be elected at a General Meeting of the Association.
3. MEMBERSHIP: The Board of Directors shall be composed of the following offices (no individual may not hold more than one of the following offices at one time):
  1. The President of the Association
  2. The Past President of the Association
  3. The Vice President
  4. The Secretary-Treasurer
  5. The Registrar
  6. A further number of Regular members, one Regular member representing and selected by each and every recognized Sport District of the Association.

However, this number shall not exceed the number of Sport Districts recognized and funded by the Provincial Government (Sask Sport Inc.).

Sport District Representatives shall be elected to serve for a period of one year and may be re-elected if nominated. If a representative of any Sport District is elected to a position of the Executive Committee another Sport District member may be selected to represent that Sport District on the Board of Directors.

The Secretary-Treasurer's position may, at the discretion of the members, be an appointed position at the annual meeting.

4. MEETING:

1. Place:

Except as otherwise required by law, the Board of Directors may hold its meetings at such a place or places as it may from time to time determine including elsewhere in the Dominion of Canada, or outside the Dominion of Canada.

2. Notice of Meeting:

No formal notice of any meeting shall be necessary if all members of the Board are present or if those absent have signified in writing their consent to the meeting being held in their absence. Meetings may be formally called by the President or by the Secretary upon Direction in writing of at least two members of The Board.

Notice of meetings shall be delivered, telephoned, telegraphed or posted to each member of The Board (to the address supplied by him/her to the Secretary) not less than 7 days before the meeting is to take place. The statement of the Secretary or the President that notice has been given pursuant to this paragraph shall be sufficient and conclusive evidence of the giving of such notice.

The Board may appoint a day or days in any month or months for quarterly meetings at an hour to be named, and of such quarterly meeting, no notice need be given.

A Board meeting may also be held without notice immediately before and immediately following a General Meeting of the Association.

3. Business to be Considered:

The Board may consider or transact any business, either special or general, at any meeting of the Association.

5. VOTING:

Questions arising at any meeting of The Board shall be decided by a majority of voting cast. Each member of The Board shall have one vote. No proxies shall be allowed at meetings of The Board. All votes at any such meeting shall be taken by ballot if so demanded by any member of The Board present; but if no demand be

made, the vote shall be taken by assent or dissent in a manner determined by the Chairman. A declaration by the Chairman that a resolution has been carried or not carried, and an entry to that effect in the minutes of the meeting shall be prima facie evidence of that fact without proof of the number or proportion of the votes recorded in favor of or against such resolution.

6. CHAIRMAN

The President of the Association or his appointee shall act as chairman of meetings of The Board. In absence of the president, his duties may be performed by the Vice-President or such other member of The Board as it may from time to time appoint for the purpose.

7. QUORUM

A quorum for meetings of the Board of Directors shall be a majority.

**A-8 EXECUTIVE COMMITTEE**

1. MEMBERSHIP

The Executive Committee shall consist of the following officers of the Association:

1. President
2. Past President
3. Vice President
4. Secretary-Treasurer
5. Registrar

2. POWERS & RECORDS

During intervals between meetings of The Board, the Executive Committee shall possess and may exercise (subject to any restrictions which The Board may from time to time impose) all the powers of The Board in the management and direction of the affairs of the Association (save and except only such acts as must by law be performed by the members of The Board themselves). These powers shall be exercised as the Executive Committee shall deem to be in the best interests of the Association in all cases in which specific direction has not been given by The Board. All decisions of the Executive Committee may be acted upon immediately, but all actions must be ratified by The Board at its next meeting. The Executive Committee may fix its own rules and procedures from time to time.

Hard copies of all General Meeting and Board Meeting minutes, Financial Records, contracts, agreements and Policy Documents shall be stored at the physical address on record as registered with ISC Corporations Branch and may be inspected by any Director or member upon reasonable notice.

3. VOTING:

Questions arising at any meeting of the Executive Committee shall be decided by a majority of votes cast by members present in person. No proxies shall be allowed at

meetings of the Executive Committee. Each member of the Executive Committee shall have one vote.

4. CHAIRMAN:

The President of the Association or his appointee shall act as chairman of meetings of the Executive Committee. In the absence of the President, his duties may be performed by the Vice-President or such other member of the Committee as it may from time to time appoint for the purpose.

5. VACANCIES:

If a vacancy should occur in the Executive Committee, the vacancy may be filled by The Board for the balance of the term.

6. QUORUM:

A quorum for meetings of the Executive Committee shall be a majority.

**A-9 GENERAL MEETINGS**

1. ANNUAL GENERAL MEETING:

The Annual General Meeting of the Association shall be held each year within 90 days following the fiscal year end at such place within Saskatchewan as The Board shall decide.

2. SPECIAL GENERAL MEETINGS:

The Executive Committee may call a Special General Meeting of the Association from time to time.

3. EXTRAORDINARY GENERAL MEETING:

The President or the Secretary, upon receipt of a written request signed by not less than fifty (50) Regular Members of the Association representing two (2) or more Zones of the Association, shall call an Extraordinary General Meeting of the Association. The written request must specify the purpose of the meeting. Such meeting shall be held in the city of the Head Office unless another city is selected by The Board.

4. NOTICE:

Except as otherwise provided in these bylaws every member shall receive fourteen (14) days notice of any meeting. The notice shall be delivered, telephoned, telegraphed or posted to each recognized club of the Association. The notice must then be displayed at the club in order for the Regular, Honorary, Associate, and Life Members to have been deemed notified of said meeting.

5. QUORUM:

A quorum for the transaction of business at any General Meeting shall be ten (10) Regular Members present in person.

6. ELECTION OF OFFICERS:

The election of Officers of the Association shall be by secret ballot.

7. VOTING:

Each active Club shall have two votes at any General Meeting. No member shall vote by proxy at any meeting of the organization. This shall include, but not be limited to all General meetings of the Association, Executive meetings and Board of Director's meetings of the Association.

**A-10 DUTIES OF OFFICERS**

1. PRESIDENT:

The President or his appointee shall preside at all meetings as Chairman and in the event of a tie vote on any issue shall cast a deciding vote. The President shall submit a full report to the Annual General Meeting of the activities of the Association for the preceding year.

2. VICE-PRESIDENT:

In the absence of the President, the Vice-President shall perform all the duties and exercise the powers of the President.

3. SECRETARY:

The Secretary shall send out notices of all meetings and other notices, prepare the agenda for all meetings, keep records of all minutes and other business transacted by the Association, transact all correspondence and generally discharge the duties of a Secretary.

4. TREASURER:

The Treasurer shall be responsible for all funds of the Association, depositing same promptly in a chartered bank or trust company in Saskatchewan in the name of the Association, such bank to be designated by The Board. The Treasurer shall pay all accounts approved and authorized by The Board by cheque, countersigned by the President or Vice-President.

5. REGISTRAR:

The Registrar shall be responsible for registering all accepted applicants within the Association, and for keeping a register of the names and addresses of all members at the time of registration. The Registrar shall accept required annual renewal forms and fees from Member Clubs. All fees shall be given to the Treasurer for deposit.

## **A-11 COMMITTEES**

### 1. GENERAL:

The Board may appoint standing committees, subcommittees or special committees and assign to them powers and duties as it shall determine from time to time.

### 2. TECHNICAL DEVELOPMENT COMMITTEE:

There shall be a standing committee of the Association called the Technical Development Committee which shall be responsible for tournament development, technical development, coaching and competitor development, and other matters relating to the technical integrity of the Association.

### 3. TOURNAMENT RULES:

All competitions organized or sanctioned by the Association shall be conducted under the generally accepted rules of the SMAA as determined by the technical Development Committee.

## **A-12 AMENDMENTS OF THE CONSTITUTION**

Any alterations, amendments and additions to the Constitution must be approved by a two-thirds vote of the Regular members present at any General Meeting called for the purpose of considering such alterations, amendments and additions. Thirty (30) days notice must be given for a General Meeting called for this purpose. A quorum for any General Meeting called for this purpose shall be ten (10) Regular Members present in person.

## **A-13 AUDIT**

### 1. EXAMINATION OF ACCOUNTS:

At least once in every year, the accounts of the Association shall be examined and the correctness of the balance sheet ascertained by one or more auditors.

### 2. APPOINTMENT OF AUDITORS:

At each Annual General Meeting, the Regular Members appoint one or more auditors for the ensuing year. The Board may fill any casual vacancy in the office of auditor, but no member of the Board or Officer of the Association may be appointed auditor.

### 3. DUTIES OF THE AUDITOR:

It shall be the duty of the auditors to examine all books, vouchers and accounts of the Association and all documents having reference to the business thereof once in each year, and to prepare a balance sheet and abstract of the affairs of the Association and submit it to the Board as soon after the close of the fiscal year as



possible, and such balance sheet and abstract shall be laid before the Annual General Meeting.

**A-14 FISCAL YEAR**

The fiscal year of the Association shall be determined by a majority of The Board from time to time.

**A-15 LIQUIDATION and DISSOLUTION**

Any assets remaining upon dissolution of the Corporation shall, in the course of liquidation and dissolution, be transferred to KidSport Saskatchewan.