Alberta Mounted Shooters Association – Club Objectives

The Objective of the Society shall be to maintain, develop and foster the safe handling of guns with horses in competition, practice, clinics and demonstrations. To continue to promote the sport of mounted shooting and keeping the involvement and the development of our youth and family in the Wrangler events. To promote the good sportsmanship and fellowship of all members involved in mounted shooting.

Bylaws of the "Alberta Mounted Shooters Association" as at June 24, 2024

1. Name/Governance

A. The name of the Society shall be the Alberta Mounted Shooters Association.

B. The Society will be governed by the Societies Act of Alberta.

C. For competition purposes, the Society will follow the rules of the Cowboy Mounted Shooters Association (CMSA).

2. Definitions

A. **The Society** shall mean the Alberta Mounted Shooters Association.

B. The **Board** shall mean the elected Executive and Directors of the Alberta Mounted Shooters Association.

C. **Director** shall mean the elected directors of the "Alberta Mounted Shooters Association".

D. **Executive** shall mean the elected President, Vice President, Secretary, and Treasurer of the Alberta Mounted Shooters Association.

E. **AGM** shall mean the Annual General Meeting of the Society.

F. The **By-Laws** shall mean the official set of rules established by the Society to regulate itself.

3. Membership

A. Membership is open to all persons of good character who:
   a) is interested in the objectives of the Society;
   b) has paid the current annual membership fee; and
   c) who are competing and has obtained their 'Restricted Possession / Acquisition License (RPAL)' and who can show evidence of this.
   d) RPAL is not required by non-competing members, including individuals under the age of 18.

B. Membership fees for the subsequent fiscal year are determined at each AGM by majority vote.

C. Payment of the membership fee entitles the person to the privileges and responsibilities of membership including:
   a) voting in elections for the Board if the person has reached the age of majority;

b) voting on any other matters brought up at either the AGM or special meetings.

D. Membership fees shall be paid prior to participation in events and voting at meetings of the Society.

E. Any member wishing to withdraw from membership may do so upon a notice in writing to the Board.

F. Any member may be expelled from membership for acting in a harmful manner towards the Society.

Any member being considered for expulsion will be given the opportunity to state their case at a special resolution meeting for all members in good standing, called for such purpose. Only upon a two-thirds vote of members in good standing will the expulsion take place. Upon expulsion, no refund will be given for membership dues. After one year, an application to the Board for reinstatement can be submitted.

G. Notification of expulsion shall be provided to organizations through which the Society is sanctioned as required by their rules.

H. No member is, in his or her individual capacity, liable for any debt or liability of the society.

4. The Board

A. The Board of the Society shall consist of the President, Vice President, Secretary, Treasurer, and four (4) Directors.

a) The elections of the Board shall be held at the AGM of the Society by ballot or electronic means determined at the call for elections.

b) Removal from the Board requires a two-thirds majority vote of the membership present at a special meeting held for such purpose, or at the AGM.

c) Board vacancies will be filled by a two-thirds majority vote of the membership present at a special meeting, in person, phone or a virtual platform with a minimum of 11 members held for such purpose immediately after the vacancy is confirmed.

d) No member of the Board shall serve on the executive board of another organization or society that operates in the same capacity or fulfills a similar purpose as the society. This restriction is intended to prevent conflict of interest and ensure that the interests of the Society are protected. Exceptions can be made by the approval of the board.

B. No board member of the Society shall receive remuneration for his/her services in their position of the board.
C. An Honorarium that has been approved by the board for expenses incurred by a board member in the course of the Society's business.

5. Terms of Office

A. President, two-year term, eligible for office after having served on the Board for one year.

B. Vice President, one-year term, eligible for office after having served on the Board for one year.

C. Secretary, two-year term, eligible to any member at large. To expire on alternating years from the Treasurer.

D. Treasurer, two-year term, eligible to any member at large with a bookkeeping background. To expire on alternating years from the Secretary.

E. Directors, two (2) for one-year term each; and two (2) for one two-year term, (to expire on alternating years), eligible to any member at large.

F. Casino Chairperson – continuous term until resignation as outlined in the Alberta Gaming and Liquor Commission Regulations.

6. Executive

A. The Executive of the Society shall consist of the President, Vice President, Secretary and Treasurer.

7. Committees

A. Any members in good standing shall be eligible to serve on any committee.

B. All committees report to the Board and have no financial authority on behalf of the Society.

8. Annual General Meetings

A. Nominations and elections shall be done at the AGM held before October 31 of each year.

B. The Board shall set the meeting date, and provide notice via in-person delivery, mail, or electronic device (e.g., email, text, web or telephone) with reasonable notice considered to be at least twenty-one (21) days.

C. Members in good standing present, or with acceptance in writing to the Board for consideration fourteen (14) days prior to the AGM, can be nominated and voted upon for Director or Executive positions at the AGM.

D. Nominated members shall be accepted for consideration at the AGM if they have been a member of the Society in good standing on or before July 1 of the current year.

E. Voting shall be done at the AGM by ballot utilizing both paper and electronic forms, unless by acclamation (single nomination for a Director or Officer and Executive position received).

9. Board Meetings

A. Board meetings of the Society shall be held at least every three months, when and where decided by the Board.

- a) Notice of meeting dates and locations shall be made available on the website of the Society.
- b) Current meeting agenda and prior meeting minutes will be provided by the Secretary at the meeting and in advance, if available, by email to the Board.
- c) Current approved meeting minutes are available to members in good standing upon request.

B. Board meetings shall be conducted in person.

- a) Due to the large area now covered by the "Alberta Mounted Shooters Association", the distances required to travel to attend Board meetings, teleconferences or videoconference calls will be considered as 'in person'.

C. Members in good standing are welcome to attend Board meetings.

- a) Members who wish to address the Board shall request, in writing, to the Board an agenda item for discussion.
- b) Requests to add items to the agenda shall be received a minimum of 48 hours before the Board meeting.
- c) Only elected Board members have voting privileges at regular Board meetings.

10. Special Meetings

A. A special meeting shall be called by the President upon receipt of a petition signed by one-third of the members in good standing which describes their reasons for requesting a special meeting.

a) The Board shall choose a date for the special meeting to hear the petitioned request from the members.

B. Notice of the date for a special meeting shall be provided to the membership via in-person delivery, mail, or electronic device (e.g., email, text, web or telephone), with reasonable written notice considered to be at least ten (10) days.

C. A special meeting shall be called by the President upon request of the Board for a review of the bylaws of the Society inside the fiscal year of the Society.

D. A special meeting shall be called by the President upon request by the Board for the dissolution of the Society as per SECTION 17.

11. Quorum

A. Eleven (11) members in good standing shall be considered a quorum at an AGM or special meeting.

B. Five (5) Board members, including Directors, Officers, or Executives present at a general meeting or Board meeting shall be considered a quorum.

12. Duties of Executive

A. The President's responsibilities are to:

a) perform administrative duties;
b) preside at all meetings of the Board, special meetings, AGM, and other meetings as scheduled;
c) maintain order, ensure fairness and impartiality;
d) protect the rights of members; and
e) have the authority to sign all papers required for the business of the Society.

B. The Vice President's responsibilities are to:

a) perform all duties as the President when the President is absent; and
b) have the authority to sign all papers required for the business of the Society.

C. The Secretary's responsibilities are to:

a) keep a record of all minutes at all meetings;
b) notify the membership of such meetings via in-person delivery, mail, or electronic device (e.g., email, text, web or telephone);

c) receive and process membership applications, and maintain an up-to-date membership list; and
d) have the authority to sign all papers required for the business of the Society.

D. The Treasurer's responsibilities are to:
a) keep accurate records of all financial transactions of the Society;
b) collect monies on behalf of the Society;
c) pay monies on behalf of the Society;
d) have the authority to sign all papers required for the business of the Society;
e) provide the financial books, accounts, records and files to two members of the Society as elected at the AGM for review;
f) provide the financial statements, which shall include the current year-ended balance sheet and income statement, to the members at the AGM;
g) provide a financial statement, which shall include the current month-end balance sheet and income statement, at each meeting of the Board if available;
h) make available all financial records for inspection by any member at the AGM or to any member of the Board with reasonable written notice considered to be at least 14 days; and
i) Complete and submit an annual report to the Province of Alberta within the deadline as required by the Registrar of Society's.
j) Maintain a membership with the Gun Club selected by the Board as required by the CFO of Alberta.

E. The Director's responsibilities are to:
a) assist with Club leadership and participate in the activities required to support the Alberta Mounted Shooters Association events.

F. The Casino Chairperson's responsibilities are to:
a) Complete and submit an annual report to AGLC to fulfill the responsibilities of the license requirements;
b) Coordinated and control the Casino event provided by AGLC;
c) Provide reporting on the event to the board in the meeting following the event.

13. Financial Responsibilities

A. The Executive shall have the authority to sign all papers required for the business of the Society.

B. The Society will not borrow money.

C. Expenses of the Board and members are reviewed at Board meetings and reimbursed with the submission of original receipts and a complete expense claim form which are submitted to the Treasurer.

14. Amendments

A. Bylaws may be rescinded, altered or added to by a two-thirds majority vote at a special meeting held for the purpose or at the AGM with prior notice, provided to membership via in-person delivery, mail, or electronic device (e.g., email, text, web or telephone), of such agenda item at the AGM.

B. Notice of a special meeting for such a purpose shall be in-person delivery, mail, or electronic device (e.g., email, text, web or telephone), with reasonable written notice considered to be at least eight days.

C. Notice of alterations to the bylaws shall be in writing to the Registrar of Society s in the Province of Alberta for Corporate Access Number 5013949267.

D. Future bylaws can only be changed by a special resolution of the members. Special resolution is defined in Section 1(d) of the Societies Act.

The attached articles set forth the Bylaws of the Society and replace any and all previous Bylaws.

15. Fiscal Year

A. The fiscal year of the Society shall be a twelve-month period commencing on the first day of November each year.

16. Annual Audit

A. The books, accounts and records of the society shall be audited at least once a year by two members of the society elected for that purpose at the AGM. A written statement of the standing of the books for the previous year shall be submitted by such auditors.

17. Dissolution

A. Notice of a special meeting will be made for dissolution of the Society.

a) All outstanding accounts payable shall be paid, and the remaining funds will be dispensed to a charity of choice of the Society at the time of dissolution.
b) An attempt will be made to sell all assets of the Society. The existing Board will decide if the assets are sold individually or as a package.
c) If attempts to liquidate the assets through sale do not work, then the Board may donate the assets to an organization of choice at dissolution.
d) All gaming proceeds shall be disbursed to not-for-profit organizations eligible to receive such proceeds.

B. Notification of dissolution shall be in writing to the Registrar of Society s in the Province of Alberta for Corporate Access Number 5013949267.

18. Indemnification

A. The Society shall indemnify and hold harmless any person who serves as a director or officer of the Society (hereinafter referred to as "Indemnitee") against all expenses, liabilities, and losses (including reasonable attorney's fees, judgments, fines, and amounts paid in settlement) incurred by the Indemnitee in connection with any proceeding arising out of their service to the Society, provided that such indemnification shall not apply to matters arising from gross negligence or willful misconduct.

19. Conflict of Interest

A. Purpose
The purpose of this Conflict of Interest Policy is to uphold the integrity of The Society and its members by ensuring that all decisions are made in the best interest of the Society, free from personal bias or influence.

B. Definition
A conflict of interest occurs when a member's personal, financial, or other interests may compromise or appear to compromise their judgment and responsibilities to the Society. This includes, but is not limited to, situations involving personal relationships, financial investments, or obligations that could affect decision-making.

C. Disclosure Requirements
All members will be required to disclose any potential conflicts of interest to the Board of Directors promptly upon becoming aware of the conflict. This includes any relationships, financial interests, or obligations that may influence their actions or decisions on behalf of the Society.

D. Review Process
Upon receiving a disclosure, the Society will evaluate the information provided and determine the appropriate course of action. Possible actions may include:
Allowing the member to continue participating in discussions or decision-making.
Requiring the member to recuse themselves from specific discussions or votes.
Implementing any other necessary actions to mitigate the conflict.

E. Consequences of Non-Disclosure
The Society will impose disciplinary measures for failure to disclose a conflict of interest, which could include suspension or removal from the Society, depending on the severity of the violation.

20. Non-Discrimination

A. The Society is committed to providing an inclusive and welcoming environment for all members, regardless of race, color, national origin, ethnicity, gender, gender identity, sexual orientation, age, disability, religion, or any other characteristic protected by applicable law.

B. The Society shall not discriminate against any individual in its membership, programs, activities, or governance, all individuals shall have equal access to membership and participation in the Society's activities, subject to the eligibility criteria.

C. Any member who believes they have experienced or witnessed discrimination in violation of this clause is encouraged to report the incident to the Board of Directors. The Society will investigate all reported incidents and take appropriate action.

D. The Society shall comply with all applicable local, provincial, and federal laws regarding non-discrimination and equal opportunity.

E. This Non-Discrimination Clause may be amended by a majority vote of the Board of Directors, subject to any applicable laws.