

SPORT YUKON

CONSTITUTION

AND

BYLAWS

SPORT YUKON

CONSTITUTION

1. The name of the Society shall be “Sport Yukon”
2. The objectives of the society are:
 - A. To promote amateur sport in the Yukon Territory
 - B. To promote communication and the exchange of information among sport bodies
 - C. To liaise with government agencies and to bring before these agencies such recommendations as are approved by Sport Yukon
 - D. To coordinate the efforts of amateur sport bodies in Yukon in stimulating interest in sport
 - E. To assist in the development, organization and the execution of territorial, regional, national and international competitions
3. The operations of the society are to be chiefly carried on in the city of Whitehorse and the Yukon Territory.

Address: Sport Yukon
4061 4th Avenue
Whitehorse, Yukon
Y1A 1H1

SPORT YUKON

BYLAWS

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BYLAWS

PREAMBLE

1. Societies Act means the Societies Act of the Yukon Territory from time to time in force and all amendments
2. Societies Regulations means the Societies Regulations of the Yukon Territory from time to time in force and all amendments
3. Special Resolution means:
 - a) A resolution passed by the vote of not less than 75% of the members voting at a General Meeting of which not less than twenty one (21) days notice of the resolution has been given or,
 - b) A resolution agreed to in writing by all the members who would have been entitled to vote at a General Meeting.
4. Words stating singular include the plural and vice-versa, and work, and words stating a male person includes female person and vice-versa

BYLAWS

1. Name, Legal for, and Head Office
 - 1.1 The name of the Society shall be Sport Yukon
 - 1.2 The Head Office and banking institution of Sport Yukon shall be located in Whitehorse, Yukon (YT), and may only be transferred to another location following a resolution passed at the Annual General Meeting

2. Corporate Seal:
 - 2.1 The Executive Director shall provide for the safe custody of the common seal of Sport Yukon

3. Neutrality and Non-Discrimination
 - 3.1 Discrimination of any kind against a private person or group of people on account of ethnic origin, gender, language, sexual orientation, religion, politics, or any other reason is strictly prohibited and punishable by suspension or expulsion

4. Promoting Friendly Relations:
 - 4.1 All Members are obligated to observe Sport Yukon's Bylaws, regulations, and principles of fair play, as well as principles of loyalty, integrity and sportsmanship
 - 4.2 Sport Yukon shall provide the necessary institutional means to resolve any internal dispute that may arise between its Members
 - 4.3 Except as provided in the Yukon Societies Act, the Board of Directors, hereinafter referred to the Board, shall have the authority to interpret provisions of these Bylaws which are unclear

5. Fiscal Year

5.1 For the purpose of Sport Yukon, the financial year shall be from the 1st day in April to the 31st day of March in that year

5.2 The annual consolidated accounts of Sport Yukon, as of March 31, shall be presented to the membership at the Annual General Meeting

6. Categories of Membership

6.1 Sport Yukon shall be composed of the following categories of Members:

- a) **TSO Member:** Territorial Sport Organizations (TSOs) incorporated in Yukon, which are affiliated with their respective national bodies, where such bodies exist, recognized by the Government of Yukon as the governing body for a sport or activity, is duly registered and in good standing under Yukon's Society Act, who are the sole representative of a specific sport or activity in Yukon, whose aims and objectives are directed at promotion and development of sport in the Yukon and who are approved by Sport Yukon. TSO Members are voting members. The President of the TSO Member shall be the representative at all General and Special General Meetings unless Sport Yukon has been advised of an alternative beforehand
- b) **Associate Member:** Recreational organizations, sport clubs, or associations duly registered and in good standing under the Yukon Societies Act, who has sport and recreation as their prime objective and who are approved by Sport Yukon. Associate Members are non-voting members. Associate Member's president shall be their representative at General Meetings and Special General meetings, unless the organization has appointed an alternate member and so informed Sport Yukon
- c) **Honorary Members:** Individuals who have provided outstanding service to Sport Yukon or to sport and recreation in Yukon. Honorary members are non-voting members.

7. Request and Procedure for Application for Membership:
 - 7.1 Any Legal entity wishing to become a Member of Sport Yukon shall apply in writing, or through electronic means, to the Board of Directors
 - 7.2 Admission shall be granted by the Board if the applicant fulfills the requirements set out by Sport Yukon regarding the procedures for application.
 - 7.3 The new Member shall acquire membership rights as soon as it has been admitted and is eligible for elected positions.
 - 7.4 TSO Member delegates are eligible to vote with immediate effect

8. Member Rights:
 - 8.1 Only a Member in good standing may exercise Members right as established by the Bylaws, policies, and regulations of Sport Yukon
 - 8.2 To be in good standing a Member must be in compliance with the Bylaws, policies and regulations of Sport Yukon
 - 8.3 A Member in good standing has the following rights
 - a) To take part in all general meetings of Sport Yukon, to know the agenda within the prescribed time, and to exercise voting rights in accordance with Article 15.10;
 - b) To submit proposals for inclusion on the agenda of any general meetings of Sport Yukon;
 - c) To nominate candidates for the Board of Directors of Sport Yukon
 - d) To exercise all other rights arising from these Bylaws, regulations and policies of Sport Yukon
 - e) The Membership period will be from 1st day of April to the 31st day of March in that year
 - 8.4 The exercise of these rights is subject to other provisions of these Bylaws and the applicable Sport Yukon policies and regulations

9. Member Obligations:

- 9.1 A Member of Sport Yukon has the following obligations:
- a) To respect the regulations, directives and decisions of Sport Yukon at all times and to ensure that these are respected by their own Members;
 - b) Treat Members with respect; during Sport Yukon meetings and outside the meetings;
 - c) To ensure the election of its decision making body;
 - d) To meet all its financial obligations to Sport Yukon;
 - e) Not to maintain any relations of a sporting nature with Members that have been suspended or expelled;
 - f) To observe the principles of loyalty, integrity, and sportsmanship as an expression of fair play in its Bylaws;
 - g) To comply with all other duties arising from the Bylaws and other regulations of Sport Yukon
- 9.2 Violation of the above-mentioned obligations by any Member may lead to sanctions provided for in these Bylaws

10. Membership Fees:

- 10.1 The fee for each category of Member shall be established by a majority (50% + 1) of the eligible votes to be cast at a general meeting of the Sport Yukon, for the upcoming membership year.
- 10.2 Membership dues shall be paid in full within two months of the start of the fiscal year and before each Annual General Meeting. In the case of a new Member, the fee shall be paid at the time of application for membership.

11. Cessation of Membership:

- 11.1 Members will cease to be a member of Sport Yukon;
- a) By delivering a letter of resignation, by mail or electronic means to the Executive Director, Sport Yukon;
 - b) Upon being expelled, suspended; or
 - c) Upon having not been a member in good standing for twelve (12) consecutive months

12. Suspension and Reinstatement:

- 12.1 The Membership is responsible for suspending a Member. No Member can be suspended without support of 75% majority of the votes eligible to be cast at a general meeting.
- 12.2 Despite Article 12.1, the Board of Directors may suspend a Member that seriously violates its obligations as a Member with immediate effect. The suspension shall continue until set aside by the Board of Directors or a vote is held at a General Meeting of the Membership
- 12.3 The suspension will be lifted once any requirement(s) imposed by the Membership or Board of Directors has been fulfilled
- 12.4 A suspended Member shall lose its Member rights. A disciplinary committee may impose further sanctions.

13. Expulsion:

- 13.1 The Membership at a general meeting may expel a Member by special resolution if:
 - a) It fails to fulfill its financial obligations to Sport Yukon, or
 - b) It seriously and repeatedly violates the Bylaws, regulations or policies of Sport Yukon
- 13.2 Thirty days prior notice, in writing or electronic means, of the intention to place a special resolution before the general meetings shall be given to the Member involved and to all other members
- 13.3 The notice of special resolution for expulsion shall be accompanied by a brief statement of the reason or reasons for the proposed expulsion
- 13.4 The Member who is the subject of the proposed special resolution for expulsion shall be given an opportunity to be heard at the general meeting before a special resolution is put to a vote
- 13.5 The presence of 75% of Members entitled to vote at a General Meeting is necessary for an expulsion to be valid

14. Expulsions and Resignations:

- 14.1 Membership is terminated upon resignation or expulsion. Loss of membership does not relieve the Member from financial obligations owed to Sport Yukon prior to termination or expulsion but does result in a cancellation of all rights in relation to Sport Yukon.

15. Proceedings and General Meetings

- 15.1 Sport Yukon shall hold an Annual General Meeting each year, as well as, a semi-annual general meeting, herein referred to as a General Meeting
- 15.2 The General Meetings of Sport Yukon shall be called by the President or First Vice President and held in each year at a place and date to be determined by the Board of Directors
- 15.3 Notice of an Annual General Meeting and General Meetings shall be sent to Members twenty (20) days prior to the meeting to an address provided by the Member. Notices will be given by mail, email and by publication in a newspaper of general circulation, such notice to set forth the time, place and business to be transacted at the meeting
- 15.4 A notice sent by mail shall be deemed to have been given on the third day following that on which notice has been given, it is sufficient to prove that the notice was properly addressed and placed in a Canada Post receptacle
- 15.5 The accidental omission to give notice or the non-receipt of a notice by any member entitled to receive a notice does not invalidate proceedings at that meeting
- 15.6 All members shall receive the following materials: President's report, agenda, financial reports, auditor report and/or other relevant material no later than five (5) days prior to the meeting
- 15.7 The Executive Director shall prepare the agenda based on submissions from the Board of Directors and Members. Any special business that a member wishes to bring forward to the Annual General Meeting shall be sent to the Executive Director in writing, with a brief explanation, at least 25 days before the date of the Annual General Meeting
- 15.8 The business at the Annual General Meeting shall include:
 - a) Call to Order
 - b) Adoption of Rules of Order
 - c) Confirmation of Quorum
 - d) Approval of Agenda
 - e) Adoption of Minutes from the previous general meeting
 - f) President's address/report
 - g) Executive Director's report
 - h) Financial Report
 - i) Approval of Financial Statements
 - j) Approval of Membership Fee (as per Article 10)
 - k) Committee reports
 - l) Appointment of professional account
 - m) Admissions of Memberships, Suspensions, Expulsions
 - n) Amendments to Bylaws

- o) New Business: Includes other business that, under these bylaws, ought to be transacted at the Annual General Meeting, or business which is brought under consideration by the reports of the President, Executive Director and/or Committees with the notice of convening this meeting
 - p) Election of Officers and Directors (as per Article 21 and 22)
 - q) Next General Meeting
 - r) Adjournment
- 15.9 At a general meeting of Sport Yukon, a quorum shall be:
- a) Where the number of voting Members and Board of Directors present at the meeting is fifteen (15) or less, three (3)
 - b) Where the number of voting Members and Board of Directors present at the meeting is sixteen (16) or greater, 20% of the voting members
- 15.10 Voting at the general meeting will be:
- a) Each elected Board Member present at the meeting – one vote each
 - b) Territorial Sport Organizations (TSO members) present at the meeting will hold a total of up to three votes. Two TSO representatives will hold one vote each. The third vote must be a delegate from a rural Yukon TSO member.
 - c) The Executive Director of Sport Yukon may speak to motions, but has no vote at the General and Special General meetings
 - d) Associate and Honorary Members may speak to motions but have no vote at General and Special General Meetings
- 15.11 The Chairperson shall vote only to break a tie
- 15.12 Voting, except for election the Board of Directors, is by show of hands
- 15.13 Voting by proxy is not permitted
- 15.14 At all general meetings of Sport Yukon, every question shall be determined by a majority vote unless otherwise specified by Sport Yukon Bylaws/Regulations or Yukon’s Society Act
- 15.15 When General Meetings are convened utilizing electronic media, votes will be recognized except in the case of election of the Board of Directors at the Annual General Meeting
- 15.16 Where quorum is not present at a general meeting, no business other than the election of a chairperson and the adjournment of meeting shall be conducted
- 15.17 The President of Sport Yukon shall preside as Chairperson or in his/her absence the first Vice-President shall be Chairperson, or his/her absence one of the other Directors

- 15.18 If at a General Meeting;
- a) There is no President, Vice President, or other Directors present with 15 minutes after the time appointed for holding the meeting, or
 - b) The President, Vice President and all the other Directors are unwilling to act as Chairperson; the members present shall choose one of their members to be Chairperson
- 15.19 If at any time at a General Meeting there ceases to be a quorum, business then in progress shall be suspended until there is a quorum present or until the meeting is adjourned or terminated
- 15.20 A General Meeting may be adjourned from time to time and from place to place, but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.
- 15.21 When a meeting is adjourned for ten (10) days or more, notice of the adjourned meeting shall be given as in the case of the original meeting
- 15.22 Except as required by this Bylaw, it is not necessary to give notice of an adjournment or the business to be transacted at the adjourned General Meeting
- 15.23 The Executive Director shall be responsible for recording the minutes of General Meetings of Sport Yukon
- 15.24 Decisions passed at General Meetings of Sport Yukon shall come into effect the day after the close of the meeting unless Sport Yukon fixes another date for a decision to come into effect

16. Special General Meeting

- 16.1 The Board of Directors may convene a Special General Meeting at any time
- 16.2 Board of Directors must convene a Special General Meeting if a majority (50% +1) of the TSO Members of Sport Yukon make such a request in writing. The request shall specify the issue for discussion on the agenda. A Special General Meeting shall be held within 10 days of receipt of the request
- 16.3 Notification of a Special General Meeting shall require ten (10) days notice, mailed to each member, or three (3) days notice by phone, fax or electronic means
- 16.4 When a Special General Meeting is convened on the initiative of the Board of Directors, it must draw up the agenda. When a Special General Meeting is convened upon the request of Members, the agenda must deal only with the issue raised by the Members
- 16.5 The Agenda of a Special General Meeting may not be altered
- 16.6 Rules of order pursuant to General Meetings will apply to Special General Meeting

17. Bodies

- 17.1 The Membership is the supreme authority of Sport Yukon
- 17.2 The Board of Directors is the governing body
- 17.3 Sport Yukon staff is the operational body

18. Board of Directors

- 18.1 The business of Sport Yukon shall be conducted by a Board of Directors, which shall be comprised of Officers and Directors
- 18.2 The Board of Directors may exercise all the powers and do all the acts and things that Sport Yukon may exercise and do, and which are by these bylaws or by Statute or otherwise lawfully directed or required to be exercised or done by Sport Yukon in a General Meeting
- 18.3 The authority of the Board of Directors under subsection (1) is subject to
 - a) The laws affecting Sport Yukon
 - b) These Bylaws; and
 - c) Rules, not being consistent with these Bylaws, which are made from time to time by Sport Yukon in general meeting
- 18.4 No rule, made by Sport Yukon in general meeting, invalidates a prior act of the Directors that would have been valid if that rule had not been made
- 18.5 There shall be two Officers and the Executive Director which have signing authority:
 - a) President
 - b) First-Vice President
- 18.6 There shall be four (4) Directors and one Past President
- 18.7 The Officers and Directors of the Board of Directors cease to hold office when their successors are elected at a General Meeting of Sport Yukon
 - a) Separate elections shall be made for each position to be filled
 - b) An election is by ballot unless a nominee is acclaimed
 - c) If no successor is elected the person previously elected continues to hold office
 - d) The position of Past President is not elected
- 18.8 The Board of Directors may, at any time, appoint a member as a Director to fill a vacancy in the Directors. A Director so appointed ceases to hold office when a successor is elected at a General Meeting of Sport Yukon, but is eligible for re-election at the meeting. A maximum of two (2) appointed members of Board will be permitted
- 18.9 No Act or proceeding of the Board of Directors is invalid only by reason of there being less than then prescribed number of directors in office

- 18.10 The Members may by special resolution remove, with cause, a member of the Board of Directors before the expiration of their term of office, and may elect a successor to complete the term office
- 18.11 No Officer or Director of the Board of Directors shall be enumerated for being or acting as a Board Member but shall be reimbursed for all expenses necessary and reasonable incurred by the member while engaged in the affairs of Sport Yukon. Expenses shall receive prior approval of the Board of Directors
- 18.12 The position of Officer or Director shall be considered vacant when:
- a) A member of Board fails to attend three (3) consecutive regular Board Meetings, without cause, the position will be considered vacant
 - b) The Officer or Director be removed for misconduct for good and sufficient cause after provisional decision of the Board of Directors or by resolution at its Annual General Meeting

19. Proceeding of the Board of Directors

- 19.1 The Board of Directors may meet together at the place they think fit to conduct the business of Sport Yukon and there shall be at least one meeting per month. The meetings shall be called by the President or First-Vice President
- 19.2 The Board may from time to time fix the quorum necessary to transact business, and unless so fixed the quorum shall be the majority of the directors then in office
- 19.3 The President shall convene a meeting of the Board. If First-Vice President and Directors, representing 25% or greater of the Board excluding the President, request meeting, the President shall convene it within 10 days
- 19.4 The President shall be Chairperson of the all meetings of the Board, but if at a meeting after the time appointed for holding the meeting, the First-Vice President shall act as chairperson, but if neither is present the directors present may choose one their numbers to Chairperson at that meeting
- 19.5 The President shall compile the agenda of the meetings of the Board of Directors. Each Officer and Director shall be entitled to propose items for inclusion on the agenda to the Executive Director at least five (5) days before the meeting. The agenda and all relevant material shall be sent out to the Board five (5) days prior to the meeting.
- 19.6 Agenda items may be added or deleted during the review of the minutes at the Board meeting by majority vote
- 19.7 The meetings of the Board may be attended by Members of Sport Yukon or their respective Members shall have no voting rights

- 19.8 The Board may invite third parties to attend a Board Meeting but shall have no voting rights
- 19.9 Meetings of the Board may be conducted by telephone conference or by other means of electronic communication. An Officer or Director participating in such a meeting shall be taken to be present at the meeting

20. Duties of Members of the Board of Directors

- 20.1 President
- a) Represents Sport Yukon Legally
 - b) Is the Chief Executive Officer of Sport Yukon
 - c) Supervises other Officers and Directors in the execution of their duties
 - d) Responsible for
 - i. Ensuring the implementation of decisions of the Board of Directors and Member, through the Executive Director
 - ii. Relations between Sport Yukon, its Members, partners, and other governments bodies
 - iii. Shall be an ex-officio member of all committees
 - e) Preside over the Board and other Committees of which the President has been appointed Chair
 - f) If the President is absent or unavailable, the First-Vice President will serve in the President's place
 - g) Along with the First-Vice President, appoints the Chairs of the Boards Standing Committees
- 20.2 In the event the President becomes indefinitely incapacitated and is unable to chair meetings of Sport Yukon, the First-Vice President will act in the capacity as President and Chair the next Annual General Meetings
- 20.3 Executive Director
- a) The Executive Director is the Chief Executive of Sport Yukon
 - b) The Executive Director shall be appointed by the Board of Directors
 - c) Is responsible for:
 - i. Implementing decisions and policies on a day to day basis as approved by Sport Yukon
 - ii. Managing and keeping the accounts of Sport Yukon
 - iii. Render financial statements to the Board monthly, and to Members and others upon request
 - iv. Taking and compiling General Meetings, Special General Meetings and Board Meetings
 - v. Compiling minutes of Committees, Governments and partners
 - vi. Organizing and overseeing the staff of Sport Yukon

- d) The Executive Director shall be responsible for the corporate affairs of Sport Yukon and shall have other duties as assigned
- e) The Executive Director shall attend and participate in all General and Special General Meetings of Sport Yukon and meetings of the Board of Directors
- f) The Executive Director shall have a voice but not vote at all General and Special General Meeting of Sport Yukon and meetings of the Board of Director

20.4 Staff

- a) Where Sport Yukon has a Secretary, the Secretary shall:
 - i. Receive and send correspondence of Sport Yukon
 - ii. Issue notices of meetings of Sport Yukon and the Board
 - iii. Have custody of all records and documents except those required by to conduct financial business
 - iv. Have custody of the seal of Sport Yukon
- b) Where Sport Yukon has treasurer, the treasurer shall:
 - i. Keep financial records, including books of accounts; and
 - ii. Render financial statements to the Board, Members, and others when required
- c) Where Sport Yukon does not have a designated Secretary and/or Treasurer, the staff of Sport Yukon shall assume the duties of the Secretary and/or Treasurer
- d) In the absence of the Executive Director from a meeting, the Chair shall appoint another person to take minutes at that meeting

21. Procedures for Election of Members of Board of Directors

- 21.1 To be elected as an Officer or Director, a candidate must be a member of a Territorial Sport Organization or Associate Member in good standing with Sport Yukon. The candidate must also be in good standing with his/her TSO or Affiliate Member
- 21.2 An Officer or Director desirous of accepting nomination to a different office of Sport Yukon shall first resign his/her current position prior to the election process
- 21.3 To be elected as an Officer or Director, a candidate must have received a majority of eligible and valid votes at the Annual General Meeting
- 21.4 Where two or more candidates are running for a single position voting shall be by secret ballot
- 21.5 For each of the available Director positions on the board that same number of individuals who receive the highest number of votes shall serve on the Board

- 21.6 If more than three persons are contesting a position, the candidate receiving the least number of votes in any ballot is omitted from the next ballot
- 21.7 Where there is a tie between two or more candidates with the least number of votes the General Meeting shall break the tie by ballot

22. Tenure of Members of Board of Directors

- 22.1 Officers and Directors shall be elected each for a period of two (2) years in accordance with the following schedule:
 - a) In odd-numbered years
 - i. President
 - ii. Two (2) Directors at Large
 - b) In even-Numbered years
 - i. First-President
 - ii. Two (2) Directors at Large
- 22.2 The Past President shall hold office not exceeding a period of two years

23. Powers of the Board of Directors

- 23.1 The Board of Directors shall:
 - a) Be accountable for all decision made by, and on behalf of Sport Yukon;
 - b) Prepare and convene all general meetings of Sport Yukon;
 - c) Appoint and dismiss the Executive Director;
 - d) Appoint an independent auditor;
 - e) Approve regulations and policies that stipulate how Sport Yukon shall be organized internally;
 - f) Decide on ad-hoc committees at any time;
 - g) Define and approve the terms of reference for the organization of Standing, Operational and ad-hoc committees;
 - h) Approve the annual budget of Sport Yukon
 - i) Suspend or expel a member of Sport Yukon provisionally until the next Annual General Meeting;
 - j) Delegate tasks arising out its area of authority to other bodies of Sport Yukon or third parties;
 - k) Delegate to such Officers, Directors and Executive Director any or all of the forgoing powers to such an extent and in such a manner as the Board may determine
- 23.2 Contracts, documents or any instruments in writing requiring signature of Sport Yukon shall be signed by the Executive Director and the President or Vice President. All contracts, documents and instruments so signed shall be binding upon Sport Yukon without any further authorization or formality

23.3 Any act of the Board of Directors, whether within the jurisdiction of the Board of Directors or not, which is sanctioned either expressly or implied at a subsequent Annual General Meeting of Sport Yukon, shall be deemed to be an act of Sport Yukon on any grounds whatsoever

24. Decisions of the Board of Directors

24.1 The Board shall reach a decision by majority (50% +1) of the officers and directors present. In the event of a tie, the President shall cast the deciding vote. Voting by proxy or letter will not be accepted

24.2 Any Officer or Director may withdraw from the debate and from taking a decision if there is any risk or possibility of conflict of interest

24.3 The decisions of the Board shall be recorded in the minutes

24.4 The decisions taken by the Board shall come into effect immediately, unless the Board decides otherwise

25. Indemnity

25.1 Every Officer and Director or other servant of Sport Yukon shall be indemnified against all costs, losses and expenses incurred in or about the discharge of their respective duties, except such as happen from their own respective willful and neglects or defaults

26. Seal

26.1 The Board of Directors may adopt a seal for Sport Yukon and substitute a seal

26.2 The seal shall be affixed only when authorized by a resolution of the Members and only in the presence of the persons prescribed in the resolution, or if no other persons are prescribed, in the presence of the President and First Vice-President

27. Borrowing

27.1 In order to carry out the purpose of Sport Yukon the Members, on behalf of and in the name of Sport Yukon raise or secure the payment or repayment of money in the manner they decide

27.2 No debenture shall be issued unless authorized by a Special Resolution

27.3 The Member may by Special Resolution restrict the borrowing powers of Board of Directors

28. Professional Accountant

28.1 At each Annual General Meeting Sport Yukon shall appoint a professional accountant

- 28.2 The Board of Directors may appoint a professional accountant should the current accountant cease to provide professional services between one general meeting and the next
- 28.3 A professional accountant may be dismissed by ordinary resolution
- 28.4 The Board shall ensure that all books and records of Sport Yukon required the Bylaws or any other statute of law are regularly and properly kept. The Board may from time to time specify a time and place at which the members may view the books and records of Sport Yukon
- 28.5 Financial statements must be prepared in accordance with generally accepted accounting principles and must be approved by the Membership and signed by at least two (2) members of the Board
- 28.6 Financial statements shall consist of balance sheets for revenue and expenditures and shall include statements of the amount:
- a) Received as grants from government bodies
 - b) Received as donations from the public or corporations
 - c) Paid as remuneration or loaned to any Member of Director
- 28.7 Sport Yukon shall present the financial statement for it most recently fiscal year, January 1 to December 31, to its members at the next Annual General Meeting
- 28.8 Sport Yukon shall file a copy of it most recent financial statements with the Registrar of Societies within 30 days of the Annual General Meeting
- 28.9 No Member of the Board or no employee of Sport Yukon shall act as its professional accountant

29. Amendments to Bylaws

- 29.1 Voting Members and Members of the Board may propose changes to the Bylaws which shall only be amended by Special Resolution at an Annual General Meeting or a Special General Meeting called for that purpose and provided that notice and all proposed amendments have been delivered to the Executive Director at least thirty (30) days before the meeting. The Executive Director shall forward copy of the proposed amendments to the Members and the Board at least twenty-five (25) days before the date of the meeting
- 29.2 Sport Yukon can amend its bylaws by special resolution but the change is not effective until filed with and approved by the registrar.
- 29.3 An amendment to the bylaws shall be made by deleting, substituting, or adding entire articles.
- 29.4 The notice of the meeting at which a special resolution to change the bylaws is to be voted on shall

- (a) state the identifying numbers of the articles to be deleted, if any, and
- (b) the entire texts of the articles to be substituted or added.

30. Dissolution:

- a. Any decisions relating to the dissolution of Sport Yukon requires a seventy-five (75%) majority of all Members of Sport Yukon, which must be obtained at an Annual General Meeting or Special General Meeting specifically convened for this purpose
- b. Upon dissolution of Sport Yukon, any funds or assets remaining after paying all debts shall be distributed to one or more not-for-profit organization(s) incorporated under the Yukon Societies Act which has objectives consistent with those of Sport Yukon, as determined by the Board of Directors

31. Unforeseen Contingencies and Force Majeure

- c. The Board of Directors shall have the final decision on any matters not provided for in these Bylaws or in cases of force majeure

32. Other

- 32.1 On being admitted to membership, each member is entitled to, and Sport Yukon shall provide to the member without charge, a copy of the Constitution and Bylaws of Sport Yukon
- 32.2 Any Member may examine the records of Sport Yukon
 - a) During the thirty (30) minutes prior to the commencement of business at a General Meeting
 - b) Once every three months at the place where the records are normally kept, on giving the Executive Director seven (7) days notice
 - c) At any time or place agreed upon by the Executive Director, such agreement not to be unreasonably withheld
- 32.3 Any Dispute concerning the interpretation or application of the Bylaws, and any dispute concerning the rights of Members or the powers of a Director or Officer, shall be submitted to and decided by arbitration under the Arbitration Act of Yukon