

CONSTITUTION

WHITEHORSE MINOR HOCKEY ASSOCIATION

ARTICLE 1

NAME

The Society "Whitehorse Minor Hockey Association" hereinafter shall be called "the Association".

ARTICLE 2

OBJECTIVES

The objectives of Whitehorse Minor Hockey Association are:

To contribute to the mental and physical development of young people through the sport of hockey by offering training programs that will:

- Develop an understanding of the fundamentals of the game of hockey;
- Develop and improve individual and game skills;
- Develop respect for teammates and a sense of team spirit;
- Develop competitive spirit in which every player strives to do his or her best
- Develop a sense of pride in his or her achievements and in the achievements of his or her teammates; and
- Have fun.

To promote and support equal access to hockey programs and services for all youth regardless of income, gender, sexual orientation, ethnic origin, race or religion;

To assist Members in their pursuit of excellence by providing effective programs and services throughout available resources

To monitor and review services, benefits and programs available to Members in order to meet their ever changing needs;

To emphasize and encourage the involvement of those volunteers who put the interest of the game ahead of their personal interests

To elevate the awareness of the responsibilities of the hockey public in ensuring the game is played in a positive environment;

To present a common voice on behalf of Members in any discussions that could affect them at the national and international level.

ARTICLE 3

REGISTERED OFFICE/OPERATION

The operations of the Society shall be chiefly earned in the City of Whitehorse where the registered office shall be located. The address of the registered office of Whitehorse Minor Hockey is 4061 4 Ave, Whitehorse, YT Y1A 1H1.

Whitehorse Minor Hockey Association

Bylaws

PART 1

1. Definitions

In these Bylaws and all other bylaws of the Society, unless the context otherwise requires:

- (1) "Act" means the *Societies Act*, RSY 2002, c 206 and, where the context requires, includes the Regulations made under it, as amended or re-enacted from time to time.
- (2) "Anniversary Month" means the fourth month after the month in which the Society's fiscal year end occurs.
- (3) "Annual General Meeting" means the mandatory annual general meeting of the Members.
- (4) "Board" means the board of directors of the Society.
- (5) "Bylaws" means these Bylaws, as amended from time to time.
- (6) "Constitution" means the constitution of the Society.
- (7) "Director" means a member of the Board.
- (8) "General Meeting" means a properly constituted meeting of the Members that is the Annual General Meeting or any Special General Meeting of the Members.
- (9) "Material Contract" means a contract that would, if entered into by the Society, have a significant effect on the financial situation of the Society.
- (10) "Material Interest" means an interest that might affect the decisions made by the person who has such an interest.
- (11) "Member" means a Person that holds membership in the the Society.
- (12) "Officer" means a Director occupying the position of officer of the Society.
- (13) "Ordinary Resolution" means a resolution passed by the majority of the votes cast on that Resolution.
- (14) "Professional Accountant" has the meaning set out in the Act.
- (15) "Registrar" means the registrar of societies appointed under the Act.
- (16) "Register of Members" means the register of all Members required to be kept by the Act.
- (17) "Registered Address" of a Member means the address as recorded in the Register of Members of the Society.
- (18) "Regulations" means the regulations made under the Act, as amended or re-enacted or in effect from time to time.
- (19) "Resolution" means a decision of the Board or the Members passed by the required votes.
- (20) "Special General Meeting" means any General Meeting of the Members that is not an Annual General Meeting.
- (21) "Special Resolution" means, unless another meaning is set out in the Act, a Resolution that must be passed by the vote of not less than 75% of the Members voting at a General

Meeting of which not less than 21 days notice of the resolution has been given; or a resolution unanimously agreed to in writing by all the Members who would have been entitled to vote at a General Meeting.

- (22) "Team Official" means a coach, assistant coach, safety trainer and/or team manager.
- (23) "Voting Member" means a Member with the right to cast a vote at General Meetings.
- (24) "The Society" means Whitehorse Minor Hockey
- (25) "Society" means Whitehorse Minor Hockey

2. Interpretation

All terms contained in these Bylaws that are defined in the Act shall have the meanings given to them in the Act, unless they are specifically defined in Section 1.

Conflict with Act

If there is a conflict between these Bylaws and the Act, the Act prevails.

PART 2

Membership

3. The Members of the Society are:

- a. the applicants for incorporation of the Society; and
- b. such other individuals who:
 - (i) support the Society's purposes, as stated in the Constitution; and is a designated parent or legal guardian of a player enrolled for participation in the programs offer by the Whitehorse Minor Hockey Association (One (1) member per family), who has applied for membership in the Society; and
 - (ii) have paid the membership dues, if any.
- c. No individual who satisfies the conditions of membership shall be denied membership.
- d. Each Member shall be a Voting Member.

4. An individual may apply to the directors for membership in the society and on acceptance by the directors shall be a member, but no person who satisfies the criteria for membership shall be denied membership.

5. Every member shall uphold the constitution and comply with these bylaws.

6. The term of membership for each member shall end on April 30th of each year.

Annual membership dues shall be a condition of membership. The amount of annual membership dues shall be determined by the Board and approved by Resolution of the Members at a General Meeting. Each Member shall pay their annual membership dues by September 30th of each year.

7. An individual shall cease to be a member of the society

- a. by delivering a resignation in writing to the secretary or secretary-treasurer of the society or by mailing or delivering it to the address of the Society;
 - b. on no longer being a designated parent or guardian of a player;
 - c. on death;
 - d. on being expelled; or
 - e. the Member's term of membership expires;
 - f. the Member fails to maintain any qualifications or conditions for membership described in the provision(s) on membership in these Bylaws.
- 8.** A Member may be expelled by a Special Resolution passed at a General Meeting.
- a. A member may, at the discretion of the Board of Directors, be temporarily suspended as a member of the Whitehorse Minor Hockey Association upon notification from the President for conduct that is deemed to be improper, unbecoming or likely to endanger the interest or reputation of the Association, or who willfully commits a breach of the constitution or bylaws.
 - b. The member will remain temporarily suspended until a formal review is conducted.
 - c. The notice of a Special Resolution for expulsion shall be accompanied by a brief statement of the reason or reasons for the proposed expulsion. 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 the Special Resolution is put to a vote.
- 9.** All members are in good standing except a member who has failed to pay a current annual membership fee or any other subscription or debt due and owing to the society and the member is not in good standing so long as the debt remains unpaid.
- 10.** Members shall have the following rights:
- a. Each Member is entitled to receive notice of, attend, and, if a Voting Member, vote at all General Meetings.
 - b. Each Member is entitled to receive, upon request, a copy of the Constitution and Bylaws of the Society.

PART 3

Meetings of Members

11. Annual General Meetings

- a. The Directors shall call an Annual General Meeting, which shall be held after the Society's fiscal year end and no later than the last day of its Anniversary Month.
- b. The Board shall present the financial statements at the Annual General Meeting, in accordance with the Regulations.
- c. If the Directors fail to convene the Annual General Meeting, any Member may call a Special General Meeting, in the same manner as the Directors ought to have called the Annual General Meeting, to be held at such time following the anniversary month as the Registrar may

approve; and the Members present at the Special General Meeting shall choose one of their number as chairperson of the meeting.

12. Special General Meetings

- a. In addition to the Annual General Meeting, the Society may hold Special General Meetings.
- b. The Board may call a Special General Meeting at any time.
- c. The Board must call a Special General Meeting if requested to do so in writing by not less than 20% of the Members eligible to vote at the meeting. If the Board does not call a meeting within 21 days of receiving the request, any Member who signed the request may call the meeting.

13. Ordinary business and special business at an Annual General Meeting

- d. At an Annual General Meeting, the following is “ordinary business”:
 - i. adoption of rules of order;
 - ii. presentation of the financial statements;
 - iii. report of the Directors;
 - iv. report of the Professional Accountant, if required;
 - v. election of or appointment of Directors;
 - vi. appointment of the Professional Accountant, if required; and
 - vii. business arising out of a report of the Directors that does not require the passing of a Special Resolution.
- e. At an Annual General Meeting, “special business” is all business that is not ordinary business. Special business shall not be conducted unless notice has been given of the proposal to conduct that business at the Annual General Meeting. Decisions related to special business may be made by Ordinary Resolution unless a Special Resolution is required by the Act or by these Bylaws.

14. Ordinary business and special business at a Special General Meeting

At a Special General Meeting, “special business” is all business other than the adoption of the rules of order. Special business shall not be conducted unless notice has been given of the proposal to conduct that business at the Special General Meeting.

15. Order of business at General Meetings

- a. The order of business at a General Meeting is as follows:
 - i. Select a chairperson, in accordance with these Bylaws;
 - ii. Determine if there is a quorum;
 - iii. Approve the agenda;
 - iv. Approve the minutes from the last General Meeting;
 - v. Deal with unfinished business from the last General Meeting;
 - vi. If the meeting is an Annual General Meeting:
 1. Present the financial statements of the Society for the previous fiscal year, and the Professional Accountant’s report, if any;

2. Receive any reports of Directors' activities and decisions since the previous Annual General Meeting;
 3. Elect Directors; and
 4. Appoint a Professional Accountant, if required;
- vii. Deal with new business, including any matters about which notice has been given to the Members in the notice of meeting; and
 - viii. Terminate the meeting.
- b. For greater certainty, a motion to adjourn the meeting is always in order at a General Meeting.

16. Notice

Notice of a General Meeting must be given to each Member shown on the Register of Members and to the Professional Accountant, if applicable, as follows:

- i. not less than 10 days before the scheduled date of the General Meeting; and
- ii. where a Special Resolution is to be voted on, not less than 21 days before the scheduled date of the General Meeting.

17. Content of the notice of a General Meeting

A notice of a General Meeting must state:

- i. The place, day and hour of the meeting;
- ii. The general nature of any special business to be transacted at the meeting;
- iii. Where a Special Resolution is to be voted on, the proposed text of the Special Resolution; and
- iv. Where absentee voting is permitted under these Bylaws, the notice must remind the Members of their right to absentee voting.

18. Accidental omission to give notice of General Meeting

The accidental omission to give notice of a meeting to, or the non-receipt by, any of the Members entitled to receive notice does not invalidate any action taken or the proceedings at the General Meeting.

19. Quorum

A Quorum at any General Meeting shall be a minimum of ten (10) eligible voting members.

20. Lack of quorum at General Meetings

If, after 30 minutes from the time set for holding a General Meeting, a quorum is not yet present, the meeting stands adjourned to the same day in the next week, at the same time and place or, if the place is not available, at such other place as may be determined by the chairperson with notice to the membership, and if, at the continuation of the adjourned meeting, a quorum is not yet present after 30 minutes from the time set for holding the continuation of the adjourned meeting, the Voting Members who are present constitute a quorum for that meeting..

21. Chairperson of General Meetings

The following individual shall preside as chairperson of a General Meeting:

- a. the individual, if any, appointed by the Board to preside as chairperson;

- b. if the Board has not appointed an individual to preside as the chairperson or the individual appointed by the Board is unable to preside as the chairperson:
 - (i) the president;
 - (ii) either vice-president, if the president is unable to preside as the chairperson;
 - (iii) if there is no individual entitled under these Bylaws who is able to preside as the chairperson of the meeting after 30 minutes from the time set for holding the meeting, those Members present must elect a Member who is present at the meeting to preside as the chairperson.

22. Chairperson's rights

The chairperson may move or propose a Resolution and may second a motion or Resolution proposed by another Member; and the chairperson shall have a vote. In the case of an equality of votes, the chairperson shall not have a casting or second vote.

23. Votes to govern at General Meetings

- a. At any General Meeting, every Resolution shall be passed by a majority of the votes cast, unless a Special Resolution is required by the Act or these Bylaws.
- b. In case of an equality of votes, the resolution will be lost.
- c. Votes shall be taken by a show of hands, or by mail-in, telephonic or electronic voting means if Members are entitled to vote by such means under these Bylaws.
- d. Before or after a vote on any question, the chairperson of the meeting may require, or any Member may demand, a secret ballot and any such secret ballot shall be taken in such manner as the chairperson of the meeting may direct.
- e. Whenever a vote by show of hands is taken on a question, a declaration by the chairperson of the meeting that a resolution has been carried or lost shall be conclusive evidence of the fact without proof of the number or proportion of votes recorded in favour or against the motion.

24. Voting

- a. Members may exercise their right to vote at a General Meeting. Members may not vote if not in attendance at a General Meeting
- b. A member in good standing present at a meeting of members is entitled to one vote.
- c. Voting, except for the election of officers or directors, is by a show of hands.
- d. Voting by proxy is not permitted

25. Adjournments of General Meetings

- a. 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.
- b. When a meeting is adjourned for 10 days or more, notice of the adjourned meeting shall be given as in the case of the original meeting.
- c. Except as required by this bylaw, it is not necessary to give notice of an adjournment or of the business to be transacted at an adjourned general meeting.

26. Persons entitled to be present at General Meetings

The only persons entitled to attend a General Meeting are the Members, the Directors, the Professional Accountant and such other persons who are entitled or required under any provision of the Act or the Constitution to be present at the meeting. Any other person may be admitted only if invited by the chairperson of the meeting or by Resolution of the Members.

27. Place of General Meeting

Subject to the Act, General Meetings shall be held in the Yukon.

28. Participating by electronic means at General Meeting

If the Society chooses to make available a telephonic or electronic facility that permits all participants to communicate with each other during a General Meeting, any Member entitled to attend such meeting may participate in the meeting by such telephonic or electronic means, is deemed to be present at the meeting and may vote by such telephonic or electronic means as the Society has made available for that purpose.

29. General Meeting held entirely by electronic means

If the Directors or Members call a General Meeting, those Directors or Members, as the case may be, may determine that the meeting shall be held entirely by such telephonic or electronic means that permits all participants to communicate adequately with each other during the meeting. Any Member entitled to attend such meeting may participate in the meeting by such telephonic or electronic means, is deemed to be present at the meeting and may vote by such telephonic or electronic means that the Society has made available for that purpose.

PART 4

Directors and Officers

30. Number of directors

The Members at a General Meeting shall determine the fixed number of Directors from time to time. However, the Board shall at all times be composed of a minimum of seven (7) Directors.

31. Board eligibility

Any individual Voting Member of the age of majority and who is not bankrupt, shall be eligible for nomination for election to the Board.

The Directors shall be elected by the Members entitled to vote at each Annual General Meeting, to hold office for a term commencing at the end of such Annual General Meeting and ending not later than the close of the next Annual General Meeting following the election.

32. Authority of Directors

The Directors may exercise all the powers and do all the acts and things that the Society may exercise and do. Any decision of the Board shall be by Resolution, recorded and maintained with the records of the Society.

33. Limit on authority of Directors

- a. The authority of the Directors is subject to:
 - i. All laws affecting the Society;
 - ii. These Bylaws; and
 - iii. Rules, not being inconsistent with these Bylaws, which are made from time to time by the Members at a General Meeting. However, no rule made by the Members at a General Meeting invalidates a prior act of the Directors that would have been valid if that rule had not been made.

34. Removal of Directors

The Members may remove a Director before the expiration of the Director's term of office by Special Resolution. The affected Director shall be provided notice of the proposed Special Resolution, and shall be provided an opportunity to be heard.

35. Vacancies

- a. The Directors may fill a vacancy on the Board, at any time by appointing any eligible Member as a Director.
- b. A Director so appointed ceases to hold office when a successor is elected at the next Annual General Meeting of the Society, but is eligible for re-election at that meeting.
- c. A vacancy on the Board does not impair the capacity of the remaining Directors to act.

36. Remuneration

No Director shall be remunerated for being or acting as a Director.

Directors may be reimbursed for expenses necessarily and reasonably incurred by the Director while engaged in the affairs of the Society as authorized by Resolution of the Board, or the Members at a General Meeting.

37. Meetings of Directors

The Directors may determine the place, time, business and proceedings of their meetings. Any one Director may at any time convene a meeting of the Directors.

38. Notice of meetings of the Board

- a. At least two (2) days' notice of a Board meeting must be given unless all the Directors agree to a shorter notice period.
- b. A meeting of the Board may be held and duly constituted at any time without notice if all the Directors are present or, if any be absent, those absent have waived notice or signified their consent in writing to the holding of the meeting in their absence.
- c. No notice of meeting need specify the purpose or the business to be transacted at the meeting.

39. Regular Board meetings

The Board may appoint a day or days in any month or months for regular meetings of the Board at a place and hour to be named. A copy of any Resolution of the Board fixing the time and place of such regular meetings of the Board shall be sent to each Director, but no notice shall be required for any such regular meeting.

40. Quorum of Board meetings

The Members at a General Meeting, or the Directors provided that the Members have not done so, may from time to time fix by Resolution the quorum necessary at a board meetings to transact business, but, unless so fixed, such quorum shall be a majority of the Directors then in office.

41. Board meetings held by electronic means

If a majority of Directors consent, a meeting of the Board may be held by means of such telephonic or electronic means that permits all participants in the meeting to communicate with each other, and a Director participating in the meeting by that means shall be deemed to be present at the meeting.

42. Votes to govern at meetings of the Board

- a. A decision of the Board or of a committee of Directors shall be made by a majority of votes. In the case of an equality of votes, the chairperson does not have a second or casting vote.
- b. No Resolution proposed at a meeting of Directors or at a meeting of a committee of Directors need be seconded and the chairperson of a meeting may move or propose a Resolution.
- c. A Resolution in writing, signed by all the Directors and placed with the minutes of the Directors is as valid and effective as if regularly passed at a meeting of Directors.

43. Committees

The Directors may from time to time appoint any committee consisting of one or more Directors, and delegate power to such committees.

- i. A committee so formed shall conform to any rules imposed on it by the Directors, and shall report anything done in the exercise of those powers to the next meeting of the Directors. Any committee member may be removed by Resolution of the Board. The members of a committee may meet and adjourn as they think proper.
- ii. A committee shall elect a chairperson of its meetings; but if no chairman is elected, or if at a meeting the chairman is not present within 30 minutes after the time appointed for holding the meeting, the directors present who are members of the committee shall choose one of their number to be chairperson of the meeting.

44. Conflict of Interest

- a. A Director who is party to, or is a director or officer of, or has a Material Interest in any Person who is a party to, a Material Contract, or proposed Material Contract, shall disclose the nature and extent of the Material Interest to the Board, and the disclosure shall be entered in the minutes of the meeting of the Board at which such disclosure is considered. The disclosure shall be made at, or prior to, the meeting at which the Material Contract is first considered.
- b. If a Director develops, or discovers, a Material Interest, as above, after a Material Contract was made, the Director shall disclose same at, or prior to, the first meeting of the Board after the Director becomes so interested or aware, and such disclosure shall be entered in the minutes of the meeting of the Board at which such disclosure is made.
- c. The Board may, subject to any Resolutions of the Membership made at a General Meeting, make, by Resolution, any decision it deems appropriate in respect of managing conflicts of interest.
- d. No Director having a Material Interest in a matter shall vote regarding such matter.

Part 5 Board Positions

45. Officers

- a. Directors shall be elected by the Members in accordance with these Bylaws to the following Board offices:
 - i) president
 - ii) vice-president recreation
 - iii) vice-president high performance
 - iv) vice-president female hockey programs
 - v) secretary
 - vi) treasurer

- b. Directors, other than those elected to the above Board offices shall be elected as directors at large. Directors at large may be assigned one of the roles below, but do not hold an officer position.
 - i. coaching coordinator
 - ii. referee in chief (must be a certified official)
 - iii. communication director
 - iv. equipment director
 - v. business affairs director
 - vi. discipline/safety officer

46. Duties of Officers

- a. The officers shall have the following duties and powers associated with their positions:
 - i. **The president:** shall preside as the chairperson of the Board and shall supervise the other Directors in the execution of their duties. The president shall have such other duties and powers as the Board may determine. The president shall review all pending incidents by the discipline/safety officer or delegated individual or committee, to suspend any team, player, team official or referee for inappropriate conduct on or off the ice. The president may suspend or take such disciplinary action not dealt with by the discipline/safety officer.
 - ii. **The vice-presidents:** shall carry out the duties of the president if the president is unable to act.
 - iii. **The secretary:** shall carry out those duties set out in these Bylaws, and shall give, or cause to be given, notice of General Meetings and meetings of the Board. The secretary will provide the most recent constitution, bylaws as well as the policies and procedures manual upon election and/or appointment to any committee members or members upon request.

- iv. **The treasurer:** shall keep, or cause to be kept, the financial records, including books of accounts, records of all monies received and where they were received from and all moneys disbursed and what they were disbursed for, and records of all capital and fixed assets of the Society. The treasurer shall render, or cause to be rendered, financial statements to the Directors, Members and others when required.
 - v. The duties of other officers, if any, shall be determined by the Board.
- b. In the absence of the secretary from a meeting, the Board must appoint another individual to act as secretary at the meeting.

Part 6

Borrowing

47. Borrowing

If authorized by Resolution of the Members, the Directors may:

- a. borrow money on the credit of the Society;
- b. issue, re-issue, sell, or pledge debt obligations of the Society;
- c. give a guarantee on behalf of the Society; and
- d. charge, mortgage, hypothecate, pledge or otherwise create a security interest in all or any property of the Society, owned or subsequently acquired, real or personal, to secure any debt obligation of the Society.

Part 7

Professional Accountant

48. Application

- a. This part applies only where:
 - i. the Regulations require the Society to have a Professional Accountant; or
 - ii. the Board or the Members have resolved to appoint a Professional Accountant.

49. Appointment of Professional Accountant

The Directors shall appoint a Professional Accountant to serve until the first Annual General Meeting; and the Members shall appoint a Professional Accountant at each Annual General Meeting. The Directors may appoint a Professional Accountant to fill a vacancy occurring between one Annual General Meeting and the next.

50. Removal

The Members may remove a Professional Accountant by Ordinary Resolution at a General Meeting and appoint a new Professional Accountant in its place.

51. Disqualification

No Director or employee of the Society may act as a Professional Accountant of the Society.

Part 8

Dispute Resolution

52. Dispute Resolution

- a. In the event that a dispute or controversy among Members or Directors arising out of or related to these Bylaws is not resolved in private meetings between the parties then, without prejudice to or in any other way derogating from the rights of the Members or Directors as set out in these Bylaws or the Act, and as an alternative to legal action, such dispute or controversy may be settled by a process as follows:
 - i. If the dispute or controversy does not involve the Board or any one or more of the Directors and does not relate to a decision made by the Board, the dispute or controversy shall first be submitted in writing to the Board for mediation, which mediation shall occur within six (6) months of such submission.
 - ii. If the dispute or controversy does involve Board or any one or more Directors or relates to a decision made by the Board, the dispute or controversy shall first be submitted in writing to a panel of mediators consisting of three Members who are not party to the dispute or controversy, for mediation, which mediation shall occur within six (6) months of such submission. Each of the parties shall appoint one Member to the panel, and the Members so appointed jointly appoint an additional Member to the panel. The mediators will then meet with the parties in question in an attempt to mediate a resolution between the parties.
 - iii. If the dispute or controversy has not been resolved by mediation, any party may refer the matter to the courts of the Yukon.

Part 9

Amendments

53. Amendments

The Society may amend, replace or repeal these Bylaws by Special Resolution, but the change is not effective until filed with and approved by the Registrar.

54. Notice required

The notice of the General Meeting at which a Special Resolution to amend the Bylaws is to be voted on shall state the sections to be deleted, if any; and shall state the entire texts of the articles to be substituted or added.

Part 10

Records

55. Seal

The Society may have a corporate seal in the form approved from time to time by the Board. If a corporate seal is approved by the Board, the secretary of the Society, and in the absence of the secretary another Director, shall be the custodian of the corporate seal.

- i. The seal, if any, shall be affixed only where authorized by these Bylaws or when authorized by a Resolution of the Board 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 the secretary.

56. Execution of documents

- a. Contracts, obligations and other instruments in writing requiring execution by the Society may be signed by any two (2) Directors.
- b. Alternatively, the Board may from time to time direct by Resolution the manner in which, and the person by whom, a particular document may be executed.
- c. Any Director may certify a copy of any instrument, Resolution, bylaw or other document of the Society to be a true copy thereof.

57. Record Keeping

- a. The secretary of the Society, and in the absence of the secretary, a Director, shall be responsible for preparing, or having prepared, the minutes of meetings and for causing such minutes to be entered in the minute book of the Society, and shall be responsible for the custody of the minutes and other records of the Society.
- b. Any Member may examine the records of the Society upon twenty-one (21) days' notice, or at any time or place agreed upon by the person having custody of the records and such agreement may not be unreasonably withheld.
- c. The Society shall keep the Register of Members containing the following for each Member:
 - i. the Member's name, address and, if available, email address;
 - ii. the date the Member was admitted as a Member;
 - iii. the date the Member ceased to be a Member; and
 - iv. the class of membership, if any.
- d. The Society shall keep the Register of Members at the registered office of the Society and the Society shall permit any Member to inspect the Register of Members at any reasonable time.

58. Banking

- a. The banking business of the Society shall be transacted at such federally chartered bank, or at such other provincially or territorially regulated firm or corporation carrying on a banking business, as the Board may designate from time to time by Resolution.
- b. The banking business of the Society shall be transacted by such Directors or other persons as the Board may designate from time to time by Resolution.

59. Notice

- a. A notice required by these Bylaws or the Act may be given in the manner determined by the Board, and may include: publication in one or more newspapers circulated in Yukon, mail, courier, telephone, personal delivery, email, or through social media, including through posting on a social media site accessible by all Members.

- b. Notice is deemed to have been given:
 - i. when it is published in a newspaper circulated in Yukon, or posted on a social media site accessible by all Members;
 - ii. when it is delivered personally;
 - iii. when it is e-mailed to the e-mail address of the recipient as recorded in the Society's records;
 - iv. seven business days after having been mailed to the recipient's Registered Address.
- c. The secretary may change or cause to be changed the Registered Address of any Member, or the recorded address of any Director or Professional Accountant in accordance with any information believed by the secretary to be reliable.
- d. A declaration by the secretary that notice has been given pursuant to these Bylaws shall be sufficient and conclusive evidence of the giving of such notice.

PART 11

Dissolution

60. Dissolution

The Society may surrender its certificate of incorporation by Special Resolution.

In the event of dissolution of the society, the assets remaining after all debts have been paid or provisions for payment have been made shall, subject to the requirements of the regulations, be distributed to one or more incorporated Yukon societies as is determined by a special resolution.

Part 12

Rules of Order

61. Rules of Order

Roberts Rules of Order are the official rules of order covering all meetings of the Association, except where they are at difference with the constitution and bylaws in which case the constitution and bylaws shall have precedent.