

Saint John Track & Field Club

c/o PO/CP Box 7012, Station A, Saint John, New Brunswick E2L 4S4

Members of the Board

Cathie M. Hurley
President
658-1493

Steve MacNeil
Vice-president
652-6983

Karen Harlow
Secretary
634-3376

Patti Brennan
Treasurer
672-6342

John Simson
Member
847-5664

Bud McInnis
Member
632-8939

Lee Arthur
Member
672-1359

Lisa Harlow
Athlete
Representative
634-3376

Kristin Sweet
Head Coach
847-8030

Telephone:
President
506-658-1493

Fax: 506-658-6827

email:
hurcm@ibm.net

February 22, 1999

Ron Stackhouse
RR#1
Clifton Royal, NB

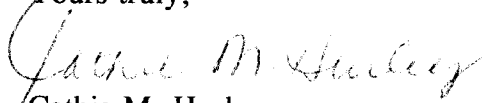
Dear Ron:

At a meeting held on February 10, 1999 a new executive and board were elected for the Saint John Track & Field Club. We are very excited about the new season and many plans are underway to make it an exciting one for all members.

If you have any concerns or suggestions about the club we would certainly like to hear from you. If you would like to be removed from our mailing list please call the telephone number listed on our letterhead. If you know of other individuals who may be interested in joining our club please pass along our contact names and phone numbers.

I look forward to meeting you soon.

Yours truly,


Cathie M. Hurley
President

SAINT JOHN TRACK & FIELD CLUB

CONSTITUTION

ARTICLE I

- A. The name of the Club shall be the Saint John Track and Field Club.
- B. The Saint John Track and Field Club shall be affiliated with and under the jurisdiction of the New Brunswick Track and Field Association and be subject to the rules and regulations of that body insofar as this latter association retains its affiliation with the Canadian Track and Field Association.
- C. The activities of the Club are to be carried out throughout the City of Saint John and its immediate surrounding areas.

ARTICLE II

The purpose of the Saint John Track and Field Club is:

- A. To promote, encourage, stimulate and develop interest in track and field in the Saint John Area.
- B. To work in cooperation with the University of Saint John, the Saint John Schools' Track and Field Associations, the Saint John City and District Interscholastic Association, the Royal Canadian Legion (Saint John District) and other interested service clubs and organizations, the Saint John Recreation and Parks Department, in conducting organized track and club programmes which adhere to standardized and regulated procedures, as approved of by the New Brunswick Track and Field Association.

ARTICLE III

The basic objectives of the Saint John Track and Field Club are:

- A. To promote and develop cooperation between local, provincial and federal governments and all groups involved in track and field in the City and neighbouring areas of Saint John by approving and sharing facilities that meet standards acceptable to the New Brunswick Track and Field Association.

- B. To assist in the organization, development, and implementation of track and field, including road races, and all such programmes within the Saint John Area.
- C. To consider, discuss, resolve or adjudicate problems which may arise between the various groups promoting track and field or like programmes.

ARTICLE IV

The specific objectives of the Saint John Track and Field Club are:

- A. To act as the vehicle for the delivery of all services required for the development and betterment of all aspects of track and field in the Saint John Area.
- B. To recognize the potential of individuals within the clubs and to promote their participation in Provincial, National and International competitions.
- C. To encourage, promote, and recruit athletes within the Saint John Area to concentrate upon the sport of track and field and to become members of the Saint John Track Club.
- D. To improve the quality of track and field performances in the Saint John Area by providing access to the necessary training and competition equipment, and by providing coaching expertise in all facets of track and field.
- E. To provide, within the means of the Club, financial assistance to athletes who must incur travelling expenses in order to gain competition experience.
- F. To promote, good public relations between the Saint John Track Club and the general public and the media of the Saint John Area, and to invoke a good image of the sport of track and field.
- G. These objectives then are provisional in that nothing herein contained shall permit the Club to carry on any trade, industry, or business; that the Club shall be carried on without purpose of gain to any of the members and that andof the Club shall be used solely for the purposes of the Club and the promotion of its objectives.

PROVIDED further, that if for any reasons the operations of the Club are terminated or are wound up, or dissolved, and there remains, at that time, after satisfaction of all its debts and liabilities, any property whatsoever, the same shall be paid to another organization in the City of Saint John or within the Province of New Brunswick having objectives similar to those of the Club.

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BY-LAW 1. MEMBERSHIP

1.1 Membership in the Saint John Track and Field Club shall consist of these types:

(a) active; (b) associate; © honorary

1.2 Active membership shall consist of:

(a) any person wishing to actively participate in the Track and Field Meets, Road Races, and like activities promoted or approved of, by the Club.

Active members shall be entitled to all benefits and programmes conducted by the Canadian and/or New Brunswick Track and Field Associations.

1.3 Associate membership shall be open to organizations or persons who desire to assist in the promotion of and participation in track and field.

Associate members shall not be entitled to vote at any Special or General Meeting of the Club.

Associate members are not entitled to the benefits and programmes of the Canadian Association.

Associate members are entitled to fully participate in programmes organized by, or approved of by, the Club or the New Brunswick Track and Field Association with regard to the accreditation and upgrading of officials and coaches.

1.4 Honorary membership shall be granted to persons nominated by the active members of the Club and unanimously approved of by the Club Executive.

Honorary members shall not be entitled to vote at any Special or General Meeting of the Club.

1.5 The Club may terminate the membership of any member for sufficient reason by an extraordinary resolution approved by a two-thirds majority of those present and entitled to vote at a Special or General Meeting duly called for that reason.

BY-LAW 2. EXECUTIVE COMMITTEE

- 2.1 The property and business of the Club shall be managed by an Executive Committee. At any meeting thereof a majority shall constitute a quorum.
- 2.2 The elected officers of the Club shall be the president, the vice-president, treasurer, secretary, three members-at-large, and an athlete's representative duly elected by the active club members.
- 2.3 The members of the Executive shall hold office for 2 years until their successors are elected or appointed in their place.
- 2.4 An executive member shall remain in office until the dissolution or adjournment of the meeting at which a successor is elected.
- 2.5 An executive member, acting as such, will not receive any remuneration for service or services rendered.
- 2.6 If any vacancy on the Executive Committee shall occur from any cause, the Executive members may, by resolution, fill the vacancy with a person who shall be a member until the following Annual Meeting when a new executive is elected.
- 2.7 The Executive Committee shall take such steps as they may deem requisite to enable the Club to receive donations and benefits for the purpose of furthering the objectives of the Club.

BY-LAW 3. DUTIES OF OFFICERS

- 3.1 The President shall be the chief executive officer of the Club.
- He shall preside at all meetings of the Club.
- He shall be the general and active manager of the business of the Club.
- He shall see that all orders and resolutions of the executive are carried into effect.
- He, or one of the executive committee, with the treasurer or other member appointed by the committee for the purpose, shall sign all documents requiring the signature of the officers of the Club.

3.2 The Vice-President, in the absence or disability of the president, shall perform the duties and exercise the powers of the president.

The Vice-President shall coordinate all club fundraising.

3.3 The treasurer shall have the custody of the Club's funds and securities.

He shall keep full and accurate accounts of receipts and disbursements in books belonging to the Club.

He shall deposit all monies in the name and to the credit of the Club in such depositories as may be designated by the executive from time to time.

He shall disburse the funds of the Club as may be ordered by the executive, taking proper vouchers for such disbursements.

He shall report to the President and members at the regular meetings of the executive, or whenever they may require it, an account of his transactions as treasurer, and of the financial position of the Association.

All cheques against the Club's account shall be signed by the treasurer and the president, subject to By-Law 3.1.

3.4 The secretary shall attend all meetings of the executive and the general meetings, and act as clerk thereof, and record the minutes and all votes of all proceedings in the books to be kept for that purpose.

The secretary shall give, or cause to be given, notice of all meetings of the members or the executive.

The secretary shall keep an up-to-date record of all members of the Club by category of membership. The secretary shall keep a record of the current C.T.F.A. card number, and in the case of the athletes, their current age group.

The secretary shall perform such other duties as may be prescribed by the president, under whose supervision the secretary shall be.

3.5 The committee members-at-large shall perform such duties as shall from time to time be imposed upon them by the president and/or the general membership of the Club.

The members-at-large shall assist in securing officials for all track and field meets, road races, and like activities supported by, or approved of by, the Club.

The members-at-large shall be responsible for the coordination of all officiating development within the Club.

BY-LAW 4. MEETING

4.1 The Annual Meeting of the Club shall be held in the City of Saint John, in such location as the executive committee shall designate, during the first week in June.

4.2 Thirty days prior to the date of the Annual General Meeting, or any Special General Meeting, written notice shall be given to each voting member.

4.3 Each active member of the Club shall be entitled to one vote.

4.4 Each elected officer of the Club shall be entitled to one vote.

4.5 Should an elected officer also be an active member of the Club, this person shall be entitled to only one vote.

4.6 At all meetings of members of the Club, each question shall be determined by a majority of votes/

4.7 All executive officers shall be elected or appointed at the Annual General Meeting.

BY-LAW 5. MEETINGS

5.1 The Club shall hold an Annual General Meeting in June, and when possible should hold another in January, which shall be known as the Semi-Annual Meeting.

5.2 The order of business at the Annual Meeting shall be:

- a. Applications for new memberships.
- b. Roll call.
- c. Minutes of the previous meeting.
- d. President's report.
- e. Treasurer's report.
- f. Secretary's report.
- g. Vice-President's report.
- h. Athletes' representative report
- i. Election of officers
- j. New business
- k. Adjournment

5.3 Special meetings of the Club may be called by the President, or in his/her absence, the Vice-President, or upon the written request of five members of the Club.

The President, or in his/her absence, the Vice-President shall preside at any Special Meeting.

A minimum of seven days notice in writing of a Special Meeting shall be given to all members of the Club.

BY-LAW 6. AMENDMENTS

6.1 The Constitution and By-Laws of the Club may be repealed or amended at the Annual General Meeting, provided 20 days notice of such amendment has been given to all voting members. Such notice of motion must be in the hands of the secretary at least 30 days prior to the Meeting.

Such amendment requires a two-thirds majority vote to be sanctioned.

When no notice of motion has been given relative to a change of By-Laws, such change can be introduced at the Annual General Meeting, provided unanimous approval is given by all voting delegates.

Respectfully submitted
November 22, 1980

Special Committee for a
Club Constitution

Doug Damon, Chairman
Walter Ellis, Secretary
Paul James
Bob Hooper

Accepted by the Executive Committee of the Saint John Track and Field Club

Walter Ellis, President
Judy Latham, Secretary

November 22, 1980