



Brandon Disc Golf Club By-Laws

Section I: Name

1. The name of this club shall be the Brandon Disc Golf Club.
2. The club may also be referred to as the Brandon DGC, or by its acronym, BDGC.

Section II: Objectives and Values

1. The objectives of the Brandon Disc Golf Club are to:
 - a. promote and facilitate the expansion of disc golf in the Brandon area in a transparent manner, and
 - b. foster an inclusive community of disc golfers within Brandon, Manitoba.
2. In other words, the values of the Brandon Disc Golf Club are inclusivity, transparency, and community.

Section III: Members

1. Any person may become a member, renew, or reinstate their membership in the Brandon Disc Golf Club by means of:
 - a. contacting the board and requesting membership, and
 - b. the payment of any applicable fees.
2. A membership term shall last from March 1st until February 28th, inclusive.
3. Any member shall have the right to readily access:
 - a. meeting minutes and
 - b. quarterly financial reports.
4. Any member shall have the right to participate in the Annual General Meeting.
5. Any current member may withdraw their membership by:
 - a. contacting the board and requesting withdrawal.
5. A membership of any current member may also be withdrawn at the board's discretion as a result of:
 - a. a failure to pay any applicable fees,
 - b. a failure to renew their membership within 120 days of the beginning of a new membership term, or
 - c. any misconduct or actions that run contrary to the values or objectives of the Brandon Disc Golf Club.

Section IV: Board Members

1. The term of office for board members is 2 years.
2. Elections for board members shall be held:
 - a. every 2 years, or
 - b. upon resignation/expulsion of any board member, in which case an election will be held to fill the role of the resigned/expelled board member(s) within 120 days.
3. In order to be eligible for a board position, the prospective candidate must be a current member and, if elected, maintain their status as a current member for the duration of their term.



4. The board shall consist of no less than three board members, among whom the following roles should be fulfilled:
 - a. President
 - b. Vice President
 - c. Treasurer
 - d. Secretary
5. The duties of the President are as follows:
 - a. set overall club direction and goals
 - b. develop club policies and procedures
 - c. club administration
 - d. primary club spokesperson, including communications
 - e. community outreach
 - f. coordinate events
 - g. lead fundraising and sponsorship efforts
 - h. call meetings to order,
 - i. preside over meetings,
 - j. adjourn meetings,
 - k. access all monetary accounts associated with the Brandon Disc Golf Club, and l. propose and vote on agenda items.
6. The duties of the Vice President are as follows:
 - a. assist the President in matters of club administration,
 - b. assist with club policy and procedures development
 - c. membership management
 - d. coordinate volunteers
 - e. assist with event coordination
 - f. assist with community outreach
 - g. assist with communications
 - h. propose and vote on agenda items
 - i. fulfill the duties of the President in any instance that the President is:
 - i. absent from a club meeting,
 - i. under scrutiny for expulsion, or
 - ii. otherwise unavailable, and
 - j. serve as President Elect, preparing to assume the role of President in the second year of their term
7. The duties of the Treasurer are as follows:
 - a. access and maintain all monetary accounts associated with the Brandon Disc Golf Club,
 - b. prepare quarterly reports on the finances of the Brandon Disc Golf Club, c. carry out any transactions approved by the board
 - c. assist with event coordination
 - d. assist with fundraising and sponsorship efforts
 - e. assist with community outreach, and
 - f. propose and vote on agenda items.
8. The duties of the Secretary are as follows:
 - a. record minutes of all meetings
 - b. post minutes for members to view
 - c. club membership administrative tasks
 - d. assist with communications



- e. assist with event coordination
 - f. assist with community outreach, and
 - g. propose and vote on agenda items.
9. The duties of any aforementioned board position may be expanded or delegated within the board as needed without amendment to the by-laws.
10. Board positions may be added as the needs of the Brandon Disc Golf Club expand.

Section V: Duties of the Board of Directors

1. The Board shall, at all times, act in a manner that prioritizes the objectives and values of the Brandon Disc Golf Club.
2. The Board shall promote the sport of disc golf within the Brandon area, via: a. tournaments,
 - a. leagues,
 - b. clinics,
 - c. fundraisers, and/or
 - d. any other event or action that furthers the objective of promoting disc golf within the Brandon area.
3. The Board shall meet:
 - a. at least once monthly from the months of April to September, inclusive, and b. at least once every two months from the months of October to March, inclusive.
4. A majority of the currently serving Board of Directors shall constitute a quorum at any regular or special meeting.
5. The Board shall set membership fees according to their discretion.
 - a. Any change in membership fee shall be announced to all members at least 30 days before taking effect.
 - b. Any current member will not be subjected to any change in fee until the beginning of a new membership term.
6. The Board shall call a general meeting once yearly.
7. The Annual General Meeting shall be announced to all members at least 21 days before it is scheduled to occur, and
 - a. The Annual General Meeting should be accessible to all members.
 - b. A majority of Board members and one-third of the current membership shall constitute a quorum at the Annual General Meeting.
8. The Board shall organize elections to be held during the Annual General Meeting. a. In the event that an election must take place outside of the Annual General Meeting, all members shall be notified of an election at least 15 days before it is scheduled to occur.
9. A board member may be expelled for any misconduct or actions that run contrary to the values or objectives of the Brandon Disc Golf Club if the following expulsion conditions are met:
 - a. a motion for expulsion from another board member,
 - b. a unanimous vote of the board,
 - c. a two-thirds majority vote of all current members, and
 - d. a unanimous board resolution that finalizes the expulsion of the board member under scrutiny.



10. A board member under scrutiny for expulsion may not participate in any further board votes or take any action on behalf of the Brandon Disc Golf Club until any expulsion condition is not met.
 - a. A board member will be considered under scrutiny for expulsion once named in a motion for expulsion.
11. In the event that the President is unable to perform their duties for an extended period, the Vice President shall assume the responsibilities of the President under the title of Acting President.
 - a. If, after 90 days of continuous absence, the President remains unable to resume their regular duties, they shall be deemed to have resigned. The Acting President shall then formally assume the role of President.
 - i. The Board shall subsequently organize an election in accordance with all relevant procedures set out by these By-Laws.

Section VI: Amendments and Codification of this Document

1. These by-laws may be amended following unanimous vote by the board members, provided a quorum is present.
 - a. Any amendments must be accompanied by clear and explicit reasoning that shall be made readily available to all current members.
2. This version of the Brandon Disc Golf Club By-Laws was codified by unanimous board vote on November 25, 2024.

Sharon Enns, President

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Steven Murray, Vice President

A handwritten signature in black ink, appearing to read "Steven Murray".

Thomas Weber, Treasurer

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Julie Badiou, Secretary

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