

Constitution
For the Elliot Lake Duplicate Bridge Club
January 1, 2008

Article 1- Name

1.1 The official name of the club shall be the Elliot Lake Duplicate Bridge Club hereinafter called the Club.

Article 2- Purpose of the Club

2.1 To play duplicate bridge under the sanction of the American Contract Bridge League hereinafter called the ACBL and to promote the game of Bridge by offering instruction and encouragement to players.

Article 3- Membership

3.1 Membership is open to everyone.

3.2 All members who have participated in 20% of the yearly games at voting time shall be eligible to vote.

3.3 New members, who have joined the club no less than three months prior to the vote, shall have their voting rights determined pro rata from their first attendance.

Article 4- Executive

4.1 The Executive shall consist of:

- a) President
- b) Secretary /Treasurer
- c) Club Manager

4.2 The Elected Executive shall hold office from January 1 to December 31.

Article 5- Duties of the Executive

5.1 President

- a) oversees the other members of the Executive committee in their duties;
- b) chairs all meetings;
- c) has signing authority for the Club and
- d) shall be the area representative on the Board of Directors of ACBL Unit 212.

5.2 Secretary / Treasurer

- a) is responsible for the recording of the minutes of all meetings;
- b) keeps complete records of all financial transactions and
- c) has signing authority for the Club.

5.3 Club Manager

- a) is responsible for the day to day operation of the Club according to the ACBL club Managers' handbook;
- b) shall prepare monthly ACBL game and masterpoint reports and shall renew club sanctions;
- c) shall assign a game Director for each game;
- d) shall work closely with the game Director to ensure a smooth and enjoyable session and
- e) has signing authority for the Club.

5.4 Other duties may be assigned to Club members by the Executive, as required.

Article 6- finances

6.1 The Executive shall submit proposed changes in fees to the membership for approval.

6.2 The finances of the Club must be handled exclusively by the Club and kept separately from any other group.

6.3 In the event of the dissolution of the Club all assets shall be transferred to the ACBL Unit 212 for disposition.

Article 7- Meetings

7.1 An annual general meeting shall be held during the month of November.

7.2 Members shall be informed of any meeting at least 14 days in advance.

7.3 At any meeting a quorum shall consist of 33% of the eligible voting members present, as defined in article 3.2 and 3.3

7.4 Executive decisions shall not be autocratic; if there is any opposition to an executive decision, by a quorum of the members, the decision must be taken to the membership.

Article 8- Elections

- 8.1** The Executive committee of the Club must be elected from and by the eligible membership by a majority vote at the annual general meeting.
- 8.2** All club members shall be notified of the AGM and election date at least two weeks in advance.
- 8.3** Elections shall be held by secret ballot.
- 8.4** The Executive positions of President and Manager must be held by a paid up member of the ACBL.

Article 9- Vacancies

- 9.1** Executive committee vacancies shall be filled by a by-election.

10- Amendments

- 10.1** Amendments to the Constitution shall be made at the Annual General meeting.
- 10.2** Amendment suggestions shall be in writing and presented to the Executive, for inclusion in the agenda, a minimum of two weeks prior to the meeting.
- 10.3** Amendments to the Constitution must pass by a two thirds majority of the eligible voting members present.

Article 11- Agency

- 11.1** The Club does not act on behalf of the ACBL and the Club's views and actions do not represent those of the ACBL.