

A.A. N.B. Constitution

By-Laws

Amended September 2007

BY-LAW # 1
Name and Purpose Page 2

BY-LAW # 2
Transaction and Business..... Page 2

BY-LAW # 3
Committees Page 9

BY-LAW # 4
Tournaments Page 11

Bylaw #1

101 A bylaw relating generally to the name and purpose of Archers Association of New Brunswick also known as Association des Archers du Nouveau-Brunswick. (27/3/69)

102 Be it Enacted as a Bylaw of Archers Association of New Brunswick also known as Association des Archers du Nouveau-Brunswick (hereinafter referred to as the "A.A.N.B." as follows: (27/4/69)

103 Purpose:

The purpose of this Association shall be:

- a) to foster, to perpetuate and direct the practice of field and target archery in the Province of New Brunswick. (27/4/69)
- b) to foster a spirit of good fellowship and sportsmanship among all members. (27/4/69)
- c) to encourage the use of the bow in the hunting of all legal game, birds and animals, and to protect, improve, and increase the privileges of bow and arrow hunters. (27/4/69)
- d) to give all possible assistance to non-resident archery hunters who wish to hunt in New Brunswick (27/4/69)
- e) to embrace all archers and particularly those widely separated individual archers who have no archery affiliations, in one parent organization. (27/3/69)
- f) to encourage memberships, to adopt, interpret and enforce rules for the practice of archery in all its forms, and to hold annual tournaments either regional or mail. To determine the championships of the A.A.N.B., and to act in general as the Supreme governing body in all matters that pertain to archery in New Brunswick. (27/4/69)

Bylaw #2

201 A bylaw relating generally to the transactions of the business and affairs of Archers Association of New Brunswick also known as Association des Archers du Nouveau-Brunswick. (27/4/69)

202 Be it Enacted as the Bylaw of Archers Association of New Brunswick also known as Association des Archers du Nouveau-Brunswick, (hereinafter referred to as the "A.A.N.B.") as follows: (27/4/69)

- 203 Head Office
The Head Office of the A.A.N.B. shall be at the residence of the President, or at such place as the Executive may from time to time determine within the province of New Brunswick. (26/4/69)
- 204 Fiscal Year
The fiscal year of the A.A.N.B. shall end on the thirty-first of March in each year. (24/4/77)
- 205 Age Classes – The following A.A.N.B. age classes shall apply:
- a) Master - Competitors are fifty (50) years of age or over on December 31, of the current year.
 - b) Senior – Any athlete may compete in a Senior class. (Men, Women)
 - c) Junior – Competitors are eighteen (18) years of age or younger on December 31, of the current year.
 - d) Cadet – Competitors are sixteen (16) years of age or younger on December 31, of the current year.
 - e) Cubs – Competitors are fourteen (14) years of age or younger on December 31, of the current year.
 - f) Pre Cub – Competitors are twelve (12) years of age or younger on December 31, of the current year
 - g) PeeWee – Competitors are nine (9) years of age or younger on December 31, of the current year.

A COMPETITOR MAY CHOOSE TO COMPETE IN A MORE SENIOR AGE CLASS, BUT NOT MORE THAN ONE (1) AGE CLASS IN THE SAME COMPETITION.

MASTERS MAY COMPETE IN THE SENIOR CLASS.

MEN AND WOMEN COMPETE IN SEPARATE CLASSES IN ALL CATEGORIES.
(29/09/07)

- 206 Membership and Membership Fees
- a) Full Individual Membership, shall be open to any resident of New Brunswick, being of good character who is fully acquainted with, agrees with, and is interested in the aims and objective of the A.A.N.B.
 - b) Associated Membership, shall be granted to anyone interested in archery activities but not taking part competitively, upon payment of regular fees and

dues as set by the Board of Directors. Associate members shall neither hold office nor hold voting powers.

- c) Life Membership, may be granted to anyone by action of the Board of Directors, on payment of fees and dues set by the Board of Directors.
- d) Honorary Membership, with exemption from regular fees and dues, may be granted for exceptional merit or service to an individual or association upon recommendation of the Board of Directors.
- e) Club Affiliation, with A.A.N.B. shall be granted through standard procedures. This consists of preparation by the club of certain information on an application form. The club, must have an elected executive in place consisting of four voting age members and provide sufficient information to show that its activities are in line with acceptable parliamentary procedure as proven by a proper constitution. Upon acceptance of payment of the yearly affiliation fee, and individual membership fees of each club member, the secretary shall issue to the Club a Charter showing affiliation with the A.A.N.B. This fee includes registration of field and or target range.
- f) Membership fees, shall be set by the Board of Directors and shall be renewed January 1st of each year.

207 Procedure and Rules

Membership Privileges

- a) Every member of the A.A.N.B. will receive a copy of the newsletter which will appear at least twice each year. In the case of a family having more than one member, a single newsletter will be forwarded. (09/04/94)
- b) Every member will be entitled to attend all A.A.N.B. functions as laid down by the Executive (02/04/69)
- c) Associate members shall be entitled to participate in all A.A.N.B. tournaments upon payment of yearly fees and dues but shall not be eligible for trophies. (28/05/71)

208 Membership Application Procedure

- a) Application for membership shall be made in writing on a printed application form to be signed by the applicant.
- b) The completed application form shall be sent to the Membership Chairperson for consideration. Being entirely satisfied that the applicant is eligible and desirable for membership in the A.A.N.B., the Membership Chairperson shall approve the application in writing, thus granting the applicant A.A.N.B. privileges. (27/04/69)

- c) Any member may be suspended or expelled from the A.A.N.B. for serious infraction of A.A.N.B. Bylaws or regulations by a two-thirds majority vote at an Executive Meeting. (28/05/71)

209 Meetings

- a) The Executive Committee and the Chairperson of the Standing and Special Committee shall meet on a minimum of two (2) occasions during each fiscal year at the request of the President. One meeting shall take place within sixty (60) days following the Annual General Meeting and a second at least fourteen (14) days before the next Annual General Meeting. (23/03/85)
- b) The Board of Directors shall meet on a least two (2) occasions during the fiscal year. One meeting shall take place during the months of June or July and the second during the months of January or February, at a time and place determined by the President in consultation with Board members. (24/06/95)
- c) The Annual General Meeting shall be held during the month of April at a time and place determined by the Board of Directors. (23/03/85)

210 Quorum

- a) A quorum for the transaction of business at a general and/or special meeting of the A.A.N.B. shall consist of not less than fifteen percent of the voting membership. (28/11/00)
- b) A quorum for the transaction of business at any Directors Meeting of the A.A.N.B. shall consist of not less than one-half the Board of Directors. (08/05/79)
- c) A quorum for the transaction of business at any Executive Committee Meeting shall consist of not less than three (3) members of the Executive Committee with either the President or the Vice-President in attendance. (23/03/85)

211 Voting

- a) Voting at Executive Committee Meetings shall be restricted to elected officials. (23/03/85)
- b) Voting at Board of Directors Meetings shall be restricted to elected members of the Executive Committee and Directors, elected or appointed by A.A.N.B. affiliated clubs. Each affiliated club shall be represented by one director. Each Director is empowered to vote in regards to changes and amendments by bylaws. A club Director shall have one vote, this vote to be approved by his/her respective Club members. (07/04/97)

- c) Each resident member of A.A.N.B., fifteen (15) years old and over, shall be entitled to vote at all general meetings. Members may vote by proxy. (23/03/85)

212 Proxy

- a) Any voting member absent from any meetings may be represented at such meeting by proxy. A proxy shall file his/her written authority in proper form with the secretary before tendering a vote on any specific subject(s). The new absent member must state on the written form which specified subject(s). (09/04/88)

213 Executive

- a) The affairs of the A.A.N.B. shall be managed by an Executive, each of whom at the time of their election or within ten (10) days thereafter and throughout their term of office shall be a member of the A.A.N.B. The Executive shall be elected for a two-year term after which retirement or re-election if qualified, shall be done using regular procedure. The President and Treasurer shall be elected on odd numbered years and the Vice-President and Secretary on even numbered years.

214 Executive Officers

- a) Officers of the A.A.N.B. shall be the President, Executive Director, Vice-President, Secretary, Treasurer, FCA Director and Past President. (24/06/95)

215 Election of Officers

- a) The Executive officers of the A.A.N.B. shall be elected at the Annual General Meeting by the Board of Directors.
- b) The Executive officers shall assume the duties of their offices immediately after the Annual General Meeting. The outgoing Treasurer shall be required to transfer the audited books within sixty (60) days of the Annual General Meeting. (08/04/79)

216 Board of Directors

- a) The Board of Directors shall consist of the President, Executive Director, Vice-President, Secretary, Treasurer, FCA Director, Immediate Part-President, Directors from affiliated clubs and the Chairmen of Standing and Special Committees. Committee Chairmen shall NOT have voting privileges unless otherwise qualified. (24/06/95)
- b) The President shall appoint one Chairperson for each of the following Standing Committees: Publicity, Bow Hunting, Membership, Legal and Rules, Trophy and Statistics, and Officials. (24/06/95)
- c) The President may, from time-to-time, appoint special committees that are felt necessary for the development of A.A.N.B. functions. These committees will

continue at the direction of the President or until the committee no longer serves its purpose. (28/05/71)

217 Duties of Board of Directors

- a) The President shall preside at all meetings and enforce order; he/she shall exercise a general supervision and control over the officers and business of the A.A.N.B., call meetings of the Board when advisable, countersign all cheques issued by the Treasurer and transact such other business as may be custom and apply to this office. He/she shall have the deciding vote whenever there shall be an equal division on any question. The President shall be in charge of administration and shall be responsible for the general operation of the A.A.N.B. (08/04/79)
- b) The Vice-President shall, in the absence of the President, exercise all powers vested in the latter. In the absence of the Vice-President, the powers of the President shall be vested in the Secretary. (08/04/79)
- c) The Secretary shall keep all records of the A.A.N.B., keep minutes of all meetings, and serve notice of these meetings. The Secretary shall send a copy of the minutes of all meetings to the Board within fifteen days after the meetings; mail and tabulate all mail ballots for the A.A.N.B. (09/04/94)
- d) The Treasurer shall keep just and true accounts of all monies received and paid out by the A.A.N.B. A true financial report of recent expenditures and receipts shall be submitted by the Treasurer at all meetings. As often as the Board requires, he/she shall set forth a detailed Balance Sheet. HE/she shall have completed and mailed to the Board a Financial report covering the activities of the A.A.N.B. for each year. He/she shall deposit all funds in a Chartered Bank of Canada, approved by the Executive. All monies payable by the A.A.N.B. shall be paid by cheque signed by the Treasurer and countersigned by the President, and no cheque shall, under any circumstances, be signed in blank. (08/04/79)
- e) The Immediate Past President shall be retained in an advisory capacity on the Board of Directors and shall have the same status as a Club Director. (08/04/79)
- f) Each Club Director shall act as one voting member of the Board of Directors in all matters concerning the A.A.N.B. The function of the Club Director shall be, to further the interest of archery in his or her district in every way possible, through publicity, assisting in the formation of new Clubs, and by extending the membership of the A.A.N.B. Each Director is empowered to vote in regards to changes and amendments of By-Laws. A Club Director will have one vote; this vote to be approved by his/her respective club members. (08/04/79)

218 General Duties

- a) The Board of Directors shall determine policy and assist the executive officers in the management and control of the Association. (08/04/79)
- b) The Board shall meet in person whenever possible, and deemed necessary, at the call of the President. (08/04/79)
- c) All actions of the Board may be decided by Mail. The Secretary at the direction of the President, shall submit any questions requiring the action of the Board to the members of the Board by mail for their vote. The Secretary may count the votes of the Board not less than one week after the submission of the question. All unreturned ballots shall be counted as yes votes. (24/06/95)

219 Vacancies

- a) A vacancy in any elective or appointed office in the A.A.N.B. shall be filled by an A.A.N.B. member appointed by the President following consultation with one or more of the Executive. The appointment shall be for the unexpired term of the office vacated. (08/04/79)

220 Remuneration of Board

- a) The Board members shall receive no remuneration for so acting. (08/04/79)

221 Membership Fees

- a) Membership fees shall be due on January 1, of each year and shall be set by a vote of the Board of Directors. (09/04/94)

222 Cheques

- a) All cheques, bills of exchange or other orders for the payment of money, notes or other evidence of indebtedness issued in the name of the A.A.N.B., shall be signed by the President and the Treasurer. (27/04/69)

223 Borrowing

- a) On receipt of authorization from the Directors of the A.A.N.B. by vote at a meeting or by mail, the Officers may from time-to-time. (27/04/69)
- b) Borrow money on the credit of the A.A.N.B.; or
- c) Issue, sell, or pledge securities of the A.A.N.B.; or
- d) Charge, mortgage, hypothecate or pledge all or any of the real or personal property of the A.A.N.B. including book debts, rights, powers, franchises, and undertakings, to secure any securities of any money borrowed, or other debt, or any other obligation of liability of the A.A.N.B.

224 Amendments

- a) In the event of any changes or additions to the By-Laws of the A.A.N.B., shall be carries only by a majority of two-thirds or greater of the vote of the Board of Directors present at the meeting, providing the attendance is at least half of the Board. (08/04/79)
- b) Notice of Motion to change the By-Laws shall be mailed to all Directors by the Secretary at least twenty-eight (28) days prior to the voting date. (27/04/69)
- c) Proposals of Motions by members to alter the By-Laws, shall be submitted, in writing, to each Board member at least one month before the motion will be put before the Board for voting. (08/04/79)

225 General

- a) The A.A.N.B. name or badge may not be used in personal or commercial advertising or for any purpose whatsoever unless approval of the Board is first obtained. Members shall not enter into, in the name of the A.A.N.B., or involve the AANB in any commercial negotiations or responsibility of any nature without specific approval of the Board. The rules contained in Roberts' Rules of Order (revised) seventy-fifth Anniversary Edition, shall govern the AANB in all cases to which they are applicable, and in which they are not inconsistent with the By-Laws of the Special rules of order of the AANB. (08/04/79)

BY-LAW #3

301 A By-Law relating to committees of Archers Association of New Brunswick also known as Association des Archers du Nouveau-Brunswick. (27/04/69)

302 Be it Enacted as a By-Law of Archers Association of New Brunswick also known as Association des Archers du Nouveau-Brunswick (hereinafter referred to as the AANB) as follows:

303 Committees

- a) Regular committees, which shall continue in style from year-to-year, shall have a Chairperson appointed by the incoming President as soon as possible after his election. Special committees, which shall be established as seen fit by the President, and continue at the discretion of the Board of Directors or until the committee no longer serves its purpose, may be appointed from time-to-time. (08/04/79)

304 Membership

- a) The President shall appoint a committee chairperson whose job it will be to report for the committee as required. Committees must consist of a

minimum of three members. Personnel changes in both standing and special committees may be made at the discretion of the Board of Directors. (24/06/95)

305 Reports

- a) All regular and special committees shall present reports of their meetings and activities to the Secretary at each meeting of the Board of Directors. (08/04/79)

306 Regular Committees

- a) The following shall constitute the Standing committees of the AANB and shall provide a general outline of their respective duties. (2/05/71)

- b) Publicity – Whose duties shall be to secure favourably publicity for archery in all phases and generally promote the AANB through all available media. To edit newsletters for internal use of the members of the AANB. (09/04/88)

- c) Bow Hunting – Whose duty it shall be to study and report on legislation affecting hunting with the bow, to cooperate with the Conservation authorities and the AANB. Publicity chairperson in educating the public in the effectiveness and safety of the bow as a hunting tool, particularly from the humane and conservation viewpoint. To recommend rules governing the conditions for receiving the Big Game and Small Game Awards, and keep an accurate and up-to-date record of archers competing for these awards. To issue these awards, and maintain a list of game and their point values towards fulfillment of designated award totals required to obtain the award. To promote 3D tournaments and provide assistance to the host club in the hosting of the Provincial 3D Championship by providing them with the latest information available. (07/04/97)

- d) Membership – Whose duty it shall be to maintain and issue the membership cards to all approved applicants on payment of regular fees and dues, and keep a record of all members; names and addresses. (28/05/71)

- e) Legal and Rules – Whose duty it shall be to study and report on all rules governing the Constitution and By-Laws, and revisions and amendments in regards to same. (27/04/69)

- f) Trophy and Statistics – Whose duty it shall be:
 - 1. To approve such medals, trophies and awards as may be required for AANB Championship events within the limitation set forth in By-Law #4. (09/04/88)
 - 2. To provide information and assistance to the host Club. (24/06/95)

3. To keep a comprehensive list of medals, trophies and awards of the AANB including the names of donors, the scores and names of all who win them. (28/05/71)
 4. To keep an up-to-date record of classifications and names of all Field and Target and 3D archers who are AANB members. (09/04/79)
- g) Tournament – Whose duty it shall be:
1. To promote tournament archery in New Brunswick by encouraging affiliated clubs to become involved in the hosting indoor and/or outdoor invitational or open tournaments.
 2. To reduce or eliminate scheduling conflicts by coordinating tournament dates within New Brunswick, with the Maritimes, and the Federation of Canadian Archers.
 3. To prepare a schedule of all known Winter Season (October first (1) to April thirtieth (30) archery tournaments planned for the Atlantic Provinces and distribute the schedule to all AANB affiliated clubs, and to the Federation of Canadian Archers no later than the preceding thirty-first (31) day of May
 4. To prepare, in the same manner as set forth in #3 above, a tournament schedule for the Summer Season (May first (1) to October thirtieth (30) and to distribute the schedule, as in #3 above, no later than the first (1) day of the preceding March. (24/06/95)
- h) Provincial Coach (need description)
- i) Officials (need description)
- j) FCA Director (need description)

BY-LAW #4

- 401 A By-Law relating to the Annual Indoor and Outdoor Tournaments of Archers Association of New Brunswick also known as Association des Archers du Nouveau-Brunswick. (23/03/85)
- 402 Be it Enacted as a By-Law of Archers Association of New Brunswick also known as Association des Archers du Nouveau-Brunswick (hereinafter referred to as the AANB) as follows:
- 403 Purpose
- a) A tournament to determine the Indoor Target Archery Championships of the AANB shall be held on or about the third weekend of April in each

year. This tournament will be scheduled for one day, with the Annual General Meeting taking place on the completion of the tournament.
(28/11/00)

- b) A tournament to determine the Outdoor Target Archery Champions of the AANB shall be held prior to Nationals of each year. (09/04/94)
- c) A tournament to determine the Field Archery Champions of the AANB shall be held prior to the Nationals of each year. (09/04/94)
- d) Deleted (24/06/95)
- e) A tournament to determine the 3D Outdoor Archery Champions of the AANB shall be held in September of each year. (09/04/94)

404 Rules

- a) At the June-July Board of Directors meeting the President shall accept written bids from various affiliated Clubs wishing to host the Indoor Target, Outdoor Target, Field, and 3D Provincial Championship Tournaments (24/06/95)
- b) From the various bids the Board of Directors shall decide by a majority vote at a Board of Directors meeting which of the bids will be accepted. (09/04/94)

405 Annual Tournaments Eligibility & Fees

- a) To qualify for awards at any AANB sanctioned tournament, after January 15, you must be a registered member at least 15 days prior to commencement of the tournament. (25/04/97)
- b) Deleted (09/04/94)
- c) The Board of Directors shall set tournament fees for all classes of entrants. No refund shall be allowed subject to the discretion of the Executive.
- d) Entries shall be made to the Treasurer if the Hosting Club and shall be accompanied by the proper target fee.
- e) Entries shall reach the tournament committee of the Host Club at least two weeks before the tournament date or a late registration fee will be charged.

406 Format of AANB Annual Championship Tournaments

- a) The Indoor Target Championship shall be a one day affair, held on or about the third weekend in April of each year, and will consist of two (2) FITA 1 rounds. (Two rounds of thirty arrows – total 60 arrows). The

Annual General Meeting to take place at the completion of the tournament. (28/11/00)

- b) The Outdoor Target Championship shall be a two day affair held in late July of each year, and will consist of a Double FITA 1440, or a combined FITA 1440 and Canadian 1200. (07/04/97)
- c) The Field Archery Championship shall be at least a one day affair, held prior to the Nationals each year, and consist of one of the following Field Rounds: The Canadian Hunter (four arrows round), Canadian Hunter (one arrow round) and IFAA round, or the FITA Field Round. (07/04/97)
- d) The 3D Outdoor Championship shall be at least a one day affair, held in September of each year, and consist of at least two rounds of fifteen targets. (07/04/97)

407 Annual Tournament – Director of Shooting

- a) A Director of Shooting shall be appointed by the Hosting Club whose duties shall be: to call the archers together for competition, to direct, oversee and manage all competition and the conduct of the archers during the time; and to enforce the traditional and statutory rules of archery, in which his/her decision shall be final.

When competition shall be ended by the completion of an event or of simultaneous events, his/her duty shall cease until the next event is in order as determined by the Tournament Committee. (23/03/85)

- b) A Director of Shooting may appoint, to assist him/her such other field officers and judges as he/she may deem necessary. (23/03/85)

408 Annual Tournaments, Titles, and Awards

- a) Provincial Championship Awards shall be presented to the AANB members as follows:

Category 1 – Barebow/Olympic – Male/Female

Master, Senior, Junior, Cadet, Cub, Peewee and Wheelchair

Category 2 – Master/Senior Compound – Male/Female

Unlimited, BH Limited, BH Unlimited, BH Sighted, Compound Limited and Wheelchair

Category 3 – Youth Compound – Male/Female

Junior, Cadet, Cub, Peewee and Wheelchair

Category 4 – Mixed Team Awards

- a) Trophies may be presented to the Mixed Club Teams which have the highest aggregate result. Members of a single affiliated AANB club and include: a maximum of (2) two unlimited archers from Category 2, male or female, and one additional archer, male or female, from category 1, 2, or 3. (07/04/97)
- b) A trophy may be presented to the Club whose members accumulate the most points by finishing 1st, 2nd, or 3rd, in all three categories combined. A first place finish earns 3 points, a second place finish 2 points, and a third place finish 1 point. This trophy shall be returned each year to the Championship. The winning team will have its name inscribed, with the year. (07/04/97)

409 Awards

- a) First, second and third place Awards to the archers in classifications as determined by the Board of Directors for each of the categories 1 to 4. (09/04/94)
- b) An official AANB Medallion to be awarded to the top three archers in each Division within each Category 1, 2, 3, and 4(a) of Articles 408 (a). (28/10/99)
- c) AANB Medallions to be presented to the Mixed Club Teams from Categories 1, 2, and 3. Member of any Team must be member of a single affiliated AANB club, and include: a maximum of (2) Unlimited archers from Category 2, male or female, and one additional archer, regardless of Division or Category, male or female, from Category 1, 2, or 3. (07/04/97)
- d) Trophy to be held by the Club whose members accumulate the most points by finishing 1st, 2nd, or 3rd in each classification. With 1st place valued at 3 points, 2nd place at 2 points and 3rd place at 1 point. This trophy to be returned to the Championship each year. This trophy is known as the Miramichi Cup and the winning team will have its name inscribed with the year. (07/04/97)
- e) Cost of Medals for any AANB Championship event to be born by the Host Club. (07/04/97)

410 Award Limitations/Procedure

- a) First, second and third place awards to be presented to the archers with the highest scores obtained in each division within each category. (28/10/99)
- b) Deleted (28/10/99)

c) Deleted (28/10/99)

d) Deleted (28/10/99)

411 Shooting Rules, Equipment and Tackle

a) Federation of Canadian Archers Tournament rules shall apply.

b) Host Club – The following duties and responsibilities must be accepted by any Club submitting a bid to Host an AANB Championship event:

1. That all equipment and facilities provided or acquired by the Host Club to conduct the Championship event must meet current FCA rules and standards. (09/04/79)

2. That at least thirty (30) days before the Championship event the Host Club must forward complete event information and entry forms to all AANB affiliate Clubs. (09/04/97)

3. That within thirty (30) days of the completion of the Championship event the Host Club must present the following documents to the AANB:

3.1 A financial report of the event. (24/06/95)

3.2 Complete list of award winners and scores attained at the event.

3.3 Complete Technical Committee report on the event. (09/04/79)

c. Deleted (09/04/94)