

CONSTITUTION

HELP THE COPS HELP THE KIDS MINOR SPORT INC.

Help the Cops Help the Kids Minor Sport Inc. is continued and confirmed as a non-profit incorporated body under the New Brunswick Companies Act.

Interpretation: In this document, Help the Cops Help the Kids Minor Sport Inc. shall be referred to as the “committee.”

ORGANIZATION

Purpose: Help the Cops Help the Kids is a non profit organization whose aim is the relief of poverty in the Hampton and area sporting community for individuals, teams and sporting organizations.

Membership:

- a. The committee will consist of a maximum of eight (8) Board of directors.
- b. Subsequent members of the committee may be appointed by the board of directors with a majority vote at any regular meeting.
- c. The committee may decide to terminate any member with a majority vote of the board of directors at any regular meeting.
- d. Resignations of any member from the committee will be provided in writing and approved by majority vote of the board of directors at any regular meeting.
- e. No remuneration shall be paid to any board of director for service on the committee.

Offices:

- a. The following offices shall constitute the board of directors of the committee:

Executive Committee:	President
	Vice President
	Treasurer
	Secretary
Directors at Large:	maximum of 4
- b. Election of the Executive Committee shall occur at the annual meeting. The executive committee will manage the affairs of the committee between regular meetings.

Offices – continued:

- c. President: The president shall undertake the general management and direction of the committee and transaction of the affairs of the company. They shall have such other powers and duties as the committee may prescribe. The president shall preside at all regular and annual meetings of the committee.
- d. Vice President: During the absence or disability of the president, the duties shall be performed by the vice president. The vice president may have other such duties as the committee may prescribe.
- e. Treasurer: Shall be responsible for the care and custody of the funds and other financial assets for the committee and, under the direction of the committee, shall control the deposit of money, the safekeeping of securities and the disbursement of funds of the committee; they shall render to the committee whenever required an account of all the transactions and the financial position of the committee. At each annual meeting, the Treasurer will present an audited account of the finances of the committee for the preceding year.
- f. Secretary: Shall enter or cause to be entered in books after that purpose the minutes of all proceedings at meetings of the committee. They shall give or cause to be given, as and when instructed, all notices to members and shall be the custodian of the stamp or mechanical device generally used for affixing the corporate seal of the company. They shall perform other duties as the committee may prescribe.

Protection of the Directors and Officers:

- a. **Limitation of Liability:** No director of the committee shall be liable for the acts, receipts, neglects or defaults of any other director or officer, or for joining in any receipt or other act for conformity, or for any loss, damage or expense happening to the committee through the insufficiency or deficiency of title to any property acquired by order of the directors for or on behalf of the committee, or for the insufficiency or deficiency of any security in or upon which any of the monies of the committee shall be invested, or for any loss or damage arising from the bankruptcy, insolvency or tortuous act of any person with whom any of the monies, securities or effects of the committee shall be deposited, or for any loss, damage or misfortune whatever which shall happen in the execution of the duties of their office or in relation thereto unless the same shall happen through their own willful neglect or default.

Protection of the Directors and Officers – Continued:

- b. Indemnity:** Every director of the committee and his heirs, executors and administrators and estate and effects, respectively, shall from time to time be indemnified and saved harmless out of the funds of the committee from and against:
 - a.** All costs, charges and expenses whatsoever that such director sustains or incurs in or about any action, suit or proceeding that is brought, commenced or prosecuted against them for or in respect of any act, deed, matter or thing whatsoever made, done or permitted by them in or about the execution of the duties of his office; and
 - b.** All other costs, charges and expenses that they sustain or incur in or about or in relation to the affairs of the committee; except such costs, charges or expenses as are occasioned by their willful neglect or default.

Funds:

- a. Source of funding:** Funds accumulated will rely solely upon fundraising efforts, memorials and bank interest.
- b. Maintenance of funds:** All monies belonging to this committee shall be deposited and disbursed through a bank account established for the organization.
- c. Disbursement of funds:** All requests for funding must be approved by a majority vote of the board of directors of the committee. The criteria for approving such requests are further described in the attached By-law number 001 – “A By-Law respecting the disbursement of funds for Help the Cops Help the Kids Minor Sport Inc.”
- d.** A review of the financial records will be completed bi-annually by a qualified accountant approved by the Board or, upon election of a new Treasurer.

Meetings:

- a.** Quarterly meetings of the committee will be held at times agreed upon by the board of directors. The annual meeting will be held in the last quarter (October – December).
- b.** Year end will be September 30.
- c.** A majority vote of the committee will be over 50% of the membership in attendance, providing the numbers required to constitute a quorum for that meeting are met.

- d. A quorum will consist of 4 voting directors present at a meeting.
- e. Special meetings may be scheduled as deemed necessary from time to time.

Amendments:

The Constitution and subsequent by-laws may be amended or repealed by a majority vote by the board of directors of the committee at a regular or special meeting.

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BY-LAW 001 - DISBURSEMENT OF FUNDS

Disbursement of Funds:

- a) The Board President will submit, in writing in editorial form to the local paper on a quarterly basis, notice that the application forms are available for minor sport groups and individuals with a specified closing date for submissions.
- b) The Board will disperse funds from applications received as required.
- c) Up to 50% of the total amount of Principal & Interest held in Trust as of September 30th may be dispersed.
- d) The Board reserves the right to disperse funds as they deem necessary over and above the 50%.
- e) The Board can disperse funds for individuals taking part in sports held in months prior to the annual meeting as follows:
 - a. Location and Expenses will be a factor in determining the amount.
- f) Based on location and requirements of the team and/or individual, a cap may be implemented.
- g) The Board reserves the right to cancel the allocation of funds if the conditions/requirements of the application are not met by the applicant.
- h) Funding may be provided to an individual to a maximum age of 25 provided the athlete is actively pursuing the sport for which he/she is making application.
- i) A team will consist of five (5) or more players requesting support of HCHKids Inc.
- j) The fee schedule for teams/athletes will be as follows, but not limited to: -
 - \$100.00 within New Brunswick
 - \$250.00 within Atlantic Canada
 - \$500.00 Ontario and West and Quebec
 - United States and Overseas on an individual basis
- k) If there are five or more players from a single team, a team donation will be split between these individual players, up to a maximum of \$2500.00, \$1250.00 or \$500.00 based on the location of the event.

- l) A maximum of \$1500.00 may be paid out to an individual athlete per year regardless of the number of sports played.
- m) The Board reserves the right to adjust the fee schedule depending on the need(s) of the athlete(s) and / or team.
- n) Applications must be received prior to the event to be considered for funding.
- o) If a request is received in writing, a special one-time donation to a Hampton minor sport organization, an individual or an organized sports team can be made at the discretion of the Board, provided the individual or organization is eligible under the current by-laws.

Amended & approved by the Board of Directors 2009-11-18
Amended & approved by the Board of Directors 2011-01-26
Amended & approved by the Board of Directors 2011-12-14
Amended & approved by the Board of Directors 2013-11-20
Amended & approved by the Board of Directors 2016-02-01
Amended & approved by the Board of Directors 2017-02-21