

Newfoundland and Labrador Judo Association

2020 Annual General Meeting

December 6th 2020
Prepared By: Ethan Terris, Secretary

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Introduction and Roll Call

As 2020 has been a challenging year, the decision was made to host an online AGM using Google Meet, to preserve social distancing and reduce the risk of transmission of COVID-19.

Members Present

- Chris Wellon, Sosei Judo Club, Current President
- Brad Parsons, Sosei Judo Club, Current 1st Vice President
- Colin Jacobs, Goose Bay Judo Club, Current 2nd Vice President
- Troy Smith, Sosei Judo Club, Current Treasurer
- Ethan Terris, St. John's BJJ and Judo, Current Secretary
- Mike Montague, Goose Bay Judo Club
- Blair Bradbury, St. John's BJJ and Judo
- Maurice Sheppard, Fudoshin Judo Club
- Gerard Humber, Kokoro Judo Club
- Scot Ogilvie, Sosei Judo Club
- Mike Samson, St. John's BJJ and Judo
- Bruce Mann, Zanshin Dojo
- Didier Nalleau, Labrador Straits Judo Academy
- Matt Jones, Sosei Judo Club

Voting Methodology

Because an in-person AGM was not viable, an alternate voting method was required. The method suggested by President Chris Wellon was to use text messaging and have the Secretary count votes. All present agreed to this method.

Review of Voting Numbers

Voting numbers from 2019 were used, due to NLJA not charging 2020 membership fees. A full breakdown of registration numbers can be found in the Treasurer's Report (Appendix 3).

Review of Minutes from 2019 AGM

Minutes from the 2019 AGM were read and reviewed. They can be found attached to this report (Appendix 1)

No questions arising from the 2019 minutes. Blair Bradbury moves to adopt last year's minutes. Ethan Terris second. So moved.

Reports

President's Report

2020 has been an extremely challenging year. The remainder of this year and next year will be focused on rebuilding Judo in Newfoundland and Labrador. President's report is attached to this document for further review. (Appendix 2)

Treasurer's Report

NLJA finances are in good standing, very little operating expenses and very little income in 2020. Treasurer's and Auditor's report is attached to this document for further review. (Appendix 3 and Appendix 4)

Grading Committee Report

No gradings have been held since May 2019 due to COVID-19 Pandemic.

Medical Committee Report

No medical chair currently in place. Ethan Terris is the new medical chair going forward.

Referee Committee Report

A new video replay system has been purchased, and plans are being made to facilitate training on this new system. Also purchased were new headsets for better communication between table and mat.

NCCP Report

No NCCP chair currently in place.

Canada Winter Games Report

Canada Winter Games operations have been paused. Next CWG schedule is 2023, which places Nationals 2022 as a required tournament.

New Business

COVID-19 Impact on the NLJA

Membership Numbers

Membership numbers from 2019 were used for voting numbers. Currently only Goose Bay has registered members, a total of 16. Full membership breakdown from 2014-present can be found in the Treasurer's Report (Appendix 3)

Financial Impact

The financial impact has been less than expected. No membership fees were coming in, but also no expenses incurred.

Tournament Outlook

There is currently no clear path for a tournament to be held-sport tournaments currently can only be held within health regions (Eastern, Central, Western, Labrador) which limits only to regional tournaments.

Possible Activities

Any NLJA-sanctioned events will have to be compliant with COVID-19 regulations. One possible activity would be a referee's weekend, using a pair of athletes from the same bubble (e.g: siblings) for demonstration purposes, and completing refresher training for referees, introductory training for new referees, and video replay system training for all referees.

Trailer Replacement

The NLJA received a grant of \$10,000 to replace the current trailer in use for mat storage. Existing trailer has been sold to Craig McCarthy for \$2500. The new trailer will be aluminum construction rather than steel, and save the association some upcoming maintenance expenses.

Grading

Previous to the COVID-19 shutdown, candidates for Dan gradings had been identified from Goose Bay, St. John's BJJ, and Fudoshin. The possibility of holding a grading in compliance with COVID-19 guidelines is being assessed and candidates should prepare for a spring grading.

Constitution Review

Constitution review was assessed at the 2019 AGM. All proposed changes were assessed and voted on; all were accepted by acclaim. A copy of the constitution with all changes highlighted has been attached to this report (Appendix 5).

Defined Roles and Duties for Board Positions

An effort has been made to identify roles and responsibilities more accurately for board members, to help distribute work more evenly and simplify NLJA tasks and projects. They are as follows:

- **President:** Website
- **1st Vice President:** NCCP (when there is no chair)
- **2nd Vice President:** Advertising
- **Treasurer:** Finances
- **Secretary:** Background screening

The responsibility for these individual tasks will lie with the board member identified above. Note that this does not mean the tasks will have to be handled personally, only that final responsibility and oversight lies with the member in question.

Advertising

We have established a \$2500 advertising budget, with the intention of developing an ad with the co operation of all Judo Canada provincial organizations, with video clip or financial contributions from each, as well as Judo Canada.

Board Elections

Current Board

The current NLJA board (As of the start of the 2020 AGM) is as follows:

President: Chris Wellon

1st Vice President: Brad Parsons

2nd Vice President: Colin Jacobs

Treasurer: Troy Smith

Secretary: Ethan Terris

President

Chris Wellon nominated by Brad Parsons, seconded by Ethan Terris.

Chris Wellon accepts nomination.

No other nominations.

Chris Wellon elected as President by acclamation.

1st Vice President

Brad Parsons nominated by Chris Wellon, seconded by Scot Ogilvie

Brad Parsons accepts nomination.

No other nominations.

Brad Parsons elected as First Vice President by acclamation.

2nd Vice President

Colin Jacobs nominated by Mike Montague, seconded by Ethan Terris.

Colin Jacobs accepts nomination.

No other nominations.

Colin Jacobs elected as second vice president by acclamation.

Treasurer

Troy Smith nominated by Chris Wellon, seconded by Mike Montague.

Troy Smith accepts nomination.

No other nominations.

Troy Smith elected as Treasurer by acclamation.

Secretary

Ethan Terris nominated by Matt Jones, seconded by Scot Ogilvie.

Ethan Terris accepts nomination.

No other nominations.

Ethan Terris elected as Secretary by acclamation.

Adjournment of Meeting

Blair Bradbury moves to close at 8:15PM NST (7:45 AT). Ethan Terris seconded. Meeting adjourned.

Appendix 1: NLJA AGM 2019 Minutes

Newfoundland and Labrador Judo
Association
2019 Annual General Meeting

October 26th, 2019

Minutes prepared by Chris Wellon

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Roll Call

Board Members Present

- Chris Wellon, President (Sosei Judo)
- Brad Parsons, 1st Vice president (Sosei Judo)
- Colin Jacobs, 2nd Vice President (Goose Bay Judo)
- Troy Smith, Treasurer (Sosei Judo) via conference call

Board Members Not Present

- Ethan Terris, Secretary (St. John's BJJ). Tried, but couldn't connect due to cellular difficulties.

Members Present

- Bob Simms (Life Time Member)
- Blair Bradbury (St. John's BJJ)
- Mike Montague (Goose Bay Judo Club)
- Didier Nalleau (Labrador Straits Judo Academy)
- Matt Jones (Sosei Judo Club)

Member Clubs Not Represented

- Kokoro Judo Club
- Fudoshin Judo Club
- Zanshin Judo Club
- Knights of Honour Judo Club

Voting Numbers

Only Clubs with representation present at the NLJA 2018 AGM are included in this list. A full membership breakdown is available in the treasurer's report. Total refers to total NLJA registered athlete membership for 2018.

| Judo Club | Voting Numbers |
|-------------------------------|----------------|
| Goose Bay Judo Club | 72 |
| Labrador Straits Judo Academy | 29 |
| Sosei Judo Club | 47 |
| St. John's BJJ/Judo | 31 |
| Total | 265 |

Business from 2018 AGM

Full minutes from 2018 AGM are available upon request.

Reports

President's Report

Developments since previous AGM:

- Major success during the entire Canada Games process. Along with the Bronze medal, one of only two medals won by Team NL, athletes won medals at the Atlantics, Eastern Canadians, Ontario open and Nationals.
- Success at the Games has meant increased funding for future games, with all judo reaping the benefits.
- Major obstacles for the future include a reduced pool of potential coaches and athletes

No questions were raised. For further information, please consult the president's report.

Treasurer's Report

- Finances were again reviewed by an accountant with Fred Earle. Some corrections have been identified and will be corrected.
- Government operating grant of \$4700 for this year.
- Along with the operating grant is \$6800 for Canada Games training and \$5800 for Video Replay

No questions were raised. For further information, please consult the treasurer's report.

Grading Committee Report

- Last year saw 5 gradings

- This Year sees the implementation of a new online system. It will be described by the president during the AGM. The Grading board strongly encourages all head Sensei's to speak to potential candidates about their expectations regardless of new procedures.

No questions were raised. For more information, please consult the full grading committee report.

Referee Chair Report

No questions were raised. For more information, please consult the referee chair's report.

Medical Committee Chair Report

No medical committee report was submitted. No comment and no attendance.

NCCP Committee Report

- No Chair for this committee.
- Several candidates were mentioned that required evaluation. All requirements will be reviewed and met with budget in mind.

Canada Winter Games Report

- Deemphasized the importance of the final team to decrease the pressure on athletes with the concept of retention in mind
- Introduced training protocols for training outside of CWG specific events, such as circuit training that can be done at home or at local clubs.
- The introduction of a level specific, mandatory event schedule.
- Final team selection criteria were adopted with the new concept of two athletes in one category permitted, more than seven per sex total is not. The double athletes in a pool can be used strategically for final team determination

No questions were raised. For more information, please consult the referee chair's report.

New Business

Remove NLJA \$25 annual club fee

- Troy Smith explains that with the online registration system, this fee is both cumbersome and inconsequential.
- Motion to remove by Chris Wellon. Seconded by Mike Montague

Video System

- Has been purchased. Just waiting for some final pieces to arrive.
- Suggestion made to have a weekend of training for all interested referees before used in a provincial competition

Decreasing membership

- Try to contact past members in new/old locations for possible new clubs. Offer as much assistance as the NLJA can.
- The creation of a new position of promotion/scheduling. All in attendance, in favour.
- Put more money into advertising on a provincial level.

Creation of an email list for all members

- Give clubs the option to forward members email addresses.
- Would give a greater ability of communication, while removing some of the responsibilities of clubs.
- Not all members would want to be included due to the number of emails many are already receiving.

Constitution Review

- Rough review was performed at the AGM.
- New version will be emailed out to members with final approval pending for 2020 AGM

\$100 Judo Canada Fee

- Judo Canada is trying to have clubs register earlier, and sees clubs as requiring more than 10 members to operate
- Troy Smith has advised Judo Canada that the NLJA is strongly opposed to the fee.
- Although we understand the necessity to have club's complete registration earlier, it unfairly penalizes clubs that for whatever reason, has less than 10 members. The NLJA recognizes that in our remote environment, less than 10 members is a distinct possibility and requires assistance rather than more road blocks.

Grading Process

- New Judo Canada online grading application for Dan gradings
- Provinces cannot “opt out”
- Applicant fills out online application. Judo Canada sends notice to the club of a potential candidate. It is then that they (head Sensei) have the option to approve or disapprove. Applicant will then have to pay Judo Canada fee online.
- Once Judo Canada reviews and approves the candidate’s eligibility, the application is sent to the provincial board. The board will then arrange a grading.
- Candidates and coaches must accept that due to gradings being only done at our provincial tournaments, and the timing of the application process, gradings can take up to 8 months to accomplish.
- Head instructors can circumvent the potential awkwardness of the process by informing members of how they would want potential candidates to proceed. Such as, no one should apply online until told to do so. “Please, do not ask for your next belt!”

Committee reviews

- Process will not be changed from current practice of review after elections

Motion to Adjourn

Mike Montague motions to adjourn. Didier Nalleau seconds. All in favor.

Appendix 2: NLJA 2020 President's Report



NEWFOUNDLAND & LABRADOR
JUDO ASSOCIATION

Hello Everyone.

2020 will go down in history as one of the most challenging and devastating years in history. From the physical, to the mental, financial and social impacts the pandemic has had on everyone, it will indeed leave major scars in all aspects of life. Just the sheer fact that you are all here today, ready to start to rebuild our sport says a lot about your character and dedication. Above all else you hear today, let me first say thank you to each and everyone!

As you are aware, there's not much to report about the 2019-2020 season. After the very successful tournament in Goose Bay last fall, the NLJA managed only two other events before the lockdown. The training clinics in Gander and Goose Bay with Sensei Ron Angus. Another big thank you to all that came out. My apologies to the Goose Bay attendees. Their camp was closed halfway through and ended with a session in the Gym. Unfortunately, that was the weekend that the world shut down!

Behind the scenes, we've been scrambling to get prepared for the time when we can fully return. We've secured new funds for things like sanitization and protection. We're preparing for an advertising campaign to help attract new members. Plans are starting in order to continue with whatever activities we can accomplish effectively, but still follow public health guidelines. No, we don't have answers for everything, but with your help, we'll get there.

In closing, I'd just like to say that the impact of Covid 19 will no doubt be felt for a while to come. However, thanks to all of our members, we have the resources, the finances, and the many talented people to return better than before.

Thanks,

Chris

Appendix 3: NLJA 2020 Treasurer's Report

**Newfoundland and Labrador Judo Association
Treasurer's Report
2019 Fiscal Year**

Presented by: Troy Smith, NLJA Treasurer

The reviewed financial statements that are being presented are for the fiscal year end of March 31, 2020 and have been reviewed by Fred Earle, C.A.

NLJA Memberships

The NLJA membership decreased in 2019/20.

| Judo Club | 2019/20 | 2018/19 | 2017/18 | 2016/17 | 2015/16 | 2014/15 |
|------------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Eagle Point Judo Club | - | - | 29 | - | 44 | 30 |
| Goose Bay Judo Club | 86 | 72 | 65 | 92 | 90 | 111 |
| Jason Foley's Martial Arts Academy | - | - | 3 | - | 3 | - |
| Knights of Honour Judo Club | 12 | 20 | 15 | 17 | 20 | 12 |
| Kokoro Budokai Judo Club | 16 | 25 | 41 | 52 | 33 | 27 |
| Labrador Straits Judo Academy | 30 | 29 | 22 | 26 | 25 | 36 |
| Mike Foley's Martial Arts Academy | - | - | 2 | 3 | - | 5 |
| Fudoshin Judo Club | 34 | 36 | 42 | 41 | 46 | 55 |
| Sosei Judo Club | 49 | 47 | 61 | 66 | 66 | 52 |
| St. John's BJJ-Judo | 22 | 31 | 42 | 37 | 29 | 15 |
| Tung Yen Judo Club | - | 5 | 6 | 11 | 7 | - |
| Zanshin Judo Club | 2 | - | 8 | 12 | 14 | 9 |
| Total | 251 | 265 | 336 | 357 | 377 | 352 |

Todd Hodder Fund

The NLJA dispersed \$0, and there is \$40.50 remaining in the Todd Hodder Fund.

Funding

The bulk of NLJA funding came from membership fees and the provincial government. In addition to our operating grant, monies were received to purchase tournament video recording and playback equipment and Canada Winter Games Team Selection and Training.

Major Expenses

Video recording and playback equipment was purchased for \$6000. The CWG training camp was hosted by Goose Bay totaling \$6800. Also, the storage trailer continues to reduce tatami storage cost.

Investment

The NLJA has purchased an investment and has committed to invest 10% of its annual membership income moving forward to a maximum of \$18,000.

COVID-19

The NLJA is expecting to see a significant drop in membership due to COVID-19. As a result club and membership fees for the upcoming year will be eliminated in hopes to help relieve some of the financial burden caused by the virus. The NLJA has also received some funding to support the cost of Dojo cleaning supplies. Please submit receipts to me for up to \$200 per club reimbursement.

NLJA list of Assets

| Description | Make/ Model | Serial # | Purchased Year |
|--------------------|--------------------|-------------------------------|-----------------------|
| ASUS Laptop | X550C | | 2013 |
| ASUS Laptop | X550C | | 2013 |
| ACER Laptop | E1-571-6698 | NXM09AA0313270F3973400 | 2013 |
| LG TV | 42LN5300-UB | 309RMEN8S084 | 2013 |
| LG TV | 42LN5300-UB | 309RMAQ8S258 | 2013 |
| Samsung Printer | ML-2165 | Z7BPBKCC101348E | 2013 |
| Tatami | | | 2013 |
| 2007 Trailer | | 5M3BE242471029880 | 2016 |
| ASUS Laptop | TP501UB-BS71T-CB | G2N0CX03R32307D | 2017 |
| ASUS Laptop | GL503V | H8N0CX18N899347 | 2018 |
| ASUS Laptop | G531G | K6NRCV04P098256 | 2019 |
| ASUS 27" Monitor | VZ279 | JCLMTJ013500 | 2019 |
| ASUS Laptop | F512DA-EB51 | K9N0CV04321537A | 2019 |

Appendix 4: NLJA 2020 Auditor's Report

NEWFOUNDLAND & LABRADOR JUDO ASSOCIATION INC.

Financial Statements

Year Ended March 31, 2020

(Unaudited - See Notice To Reader)

Draft for discussion purposes only

NEWFOUNDLAND & LABRADOR JUDO ASSOCIATION INC.

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Year Ended March 31, 2020

(Unaudited - See Notice To Reader)

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Draft for discussion purposes only

Fred Earle

Chartered Professional Accountant

NOTICE TO READER

On the basis of information provided by management, I have compiled the statement of financial position of Newfoundland & Labrador Judo Association Inc. as at March 31, 2020 and the statements of revenues and expenditures and changes in net assets for the year then ended.

I have not performed an audit or a review engagement in respect of these financial statements and, accordingly, I express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

St. John's, Newfoundland and Labrador

CHARTERED PROFESSIONAL ACCOUNTANT

NEWFOUNDLAND & LABRADOR JUDO ASSOCIATION INC.

Statement of Financial Position

March 31, 2020

(Unaudited - See Notice To Reader)

| | 2020 | 2019 |
|-----------------------------------|------------------|------------------|
| ASSETS | | |
| CURRENT | | |
| Cash | \$ 18,217 | \$ 8,567 |
| Term deposits | 13,069 | 11,500 |
| Accounts receivable | 90 | 985 |
| Prepaid expenses | 590 | 816 |
| | <u>\$ 31,966</u> | <u>\$ 21,868</u> |
| LIABILITIES AND NET ASSETS | | |
| CURRENT | | |
| Accounts payable | \$ 678 | \$ 678 |
| NET ASSETS | | |
| Operating fund | 31,288 | 21,149 |
| Todd Hodder memorial fund | - | 41 |
| | <u>31,288</u> | <u>21,190</u> |
| | <u>\$ 31,966</u> | <u>\$ 21,868</u> |

ON BEHALF OF THE BOARD

_____ *President*

_____ *Treasurer*

The notes are an integral part of these financial statements

NEWFOUNDLAND & LABRADOR JUDO ASSOCIATION INC.

Statement of Revenues and Expenditures

Year Ended March 31, 2020

(Unaudited - See Notice To Reader)

| | 2020 | 2019 |
|---|------------------|--------------------|
| REVENUE | | |
| Membership fees | \$ 18,585 | \$ 18,905 |
| Government grant - Canada Winter Games Team | 6,800 | 14,500 |
| Government grant - equipment | 5,800 | 13,650 |
| Other income | 5,688 | 4,587 |
| Government grant - operating | 4,700 | 4,700 |
| | <u>41,573</u> | <u>56,342</u> |
| EXPENDITURES | | |
| Operating expenses | | |
| Equipment | 6,620 | - |
| Memberships | 6,555 | 7,000 |
| Training | 1,949 | - |
| Professional fees | 1,722 | 690 |
| Insurance | 1,584 | 1,874 |
| Miscellaneous | 1,527 | 5,404 |
| Mat storage | 553 | 2,115 |
| Membership fees - Sport NL | 240 | 240 |
| Bank charges | 61 | 63 |
| Todd Hodder fund | 41 | 450 |
| NCCP Training | - | 9,398 |
| Travel | - | 1,752 |
| CRC - Sterling Talent | - | 1,013 |
| AGM | - | 38 |
| | <u>20,852</u> | <u>30,037</u> |
| Regular Competition | | |
| Regular Competition - Training and Clinics | 7,478 | 1,260 |
| Provincials | 1,185 | 2,784 |
| Training | 1,375 | - |
| Special competitions | 585 | - |
| | <u>10,623</u> | <u>4,044</u> |
| Canada Winter Games | | |
| Training camps and clinics | - | 19,609 |
| Canada Winter Games - out of province competition | - | 12,201 |
| Special competitions | - | 4,861 |
| Atlantics | - | 3,250 |
| | <u>-</u> | <u>39,921</u> |
| Total Expenditures | <u>31,475</u> | <u>74,002</u> |
| EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES | <u>\$ 10,098</u> | <u>\$ (17,660)</u> |

The notes are an integral part of these financial statements

NEWFOUNDLAND & LABRADOR JUDO ASSOCIATION INC.

Statement of Changes in Net Assets

Year Ended March 31, 2020

(Unaudited - See Notice To Reader)

| | Operating Fund | Todd Hodder Memorial Fund | 2020 | 2019 |
|--|-------------------|------------------------------|------------------|-----------|
| NET ASSETS - BEGINNING OF YEAR | \$ 21,149 | \$ 41 | \$ 21,190 | \$ 38,850 |
| Excess of revenue over expenditures | 10,139 | (41) | 10,098 | (17,660) |
| NET ASSETS - END OF YEAR | \$ 31,288 | \$ - | \$ 31,288 | \$ 21,190 |

Draft for discussion purposes only

The notes are an integral part of these financial statements

NEWFOUNDLAND & LABRADOR JUDO ASSOCIATION INC.

Notes to Financial Statements

Year Ended March 31, 2020

(Unaudited - See Notice To Reader)

1. DESCRIPTION OF BUSINESS

The business is incorporated under the Newfoundland Corporations Act as a not for profit association without share capital.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Outlined below are those policies considered particularly significant for the Association.

Cash and cash equivalents

Cash is defined as cash on hand, cash on deposit, and short-term deposits with maturity dates of less than 90 days, net of cheques issued and outstanding at the reporting date.

Financial instruments policy

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates include providing for amortization of capital assets and goodwill. Actual results could differ from these estimates.

Capital assets

The Association has elected to follow CICA Standards and Guidance paragraph 4431.38 regarding expensing of capital assets acquired during the year.

Contributed services

The Newfoundland and Labrador Judo Association Inc. and its members benefit from contributed services in the form of volunteer time for various activities and committees. Contributed services are not recognized in these financial statements.

Income tax

The Association is a not-for-profit organization and is not subject to corporate income tax

Revenue Recognition

The Association follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue of the appropriate fund in the year which the related expenses are incurred. Unrestricted contributions are recognized as revenue of the operating fund in the year received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Appendix 5: NLJA 2020 Constitution Review

Articles of Association

The Newfoundland and Labrador Judo Association Approved: November 6, 2010

1. The Interpretation Act, chapter I-19 of the revised statutes of Newfoundland, 1990, shall mutatis mutandis apply to the interpretation of these articles except where there is a conflict between it and the Corporations Act, R.S.N., 1990, chapter C-36., in which the latter shall prevail.
2. The provisions of Part XXI Corporations without share capital of the Corporations Act shall apply to these articles.

GEOGRAPHIC AREA

3. The territory served by the Association may include all of Newfoundland and Labrador.

OBJECTIVES

3. The objectives of the Association are to:

- (A) Promote the principles and teachings of the sport of Kodokan Judo and to work towards the advancement of Judo throughout the province
- (B) Maintain grading standards;
- (C) Arrange matches, contests and competitions of every nature relating to Judo;
- (D) Develop Judo athletes, coaches, referees and instructors;
- (E) Establish policies and procedures for the administration of Judo in the province

MEMBERSHIP

4. (A) There shall be four (4) classes of membership in the Association, namely: Regular Member, Honorary Member, Associate Member and Voting Member.
 - (B) Regular members must be Canadian citizens or residents of Newfoundland and Labrador for more than six months.
 - (C) Regular members must be paid up members who have reached the age of sixteen years.
 - (D) Associate members must be paid up members who have not reached the age of sixteen years.
 - (E) Honorary membership is open to non-judokas who significantly contribute to or advise the Association, with no voting privileges.
 - (F) Voting Members are paid up member clubs that represent exclusively a group of regular or associate members
5. (A) All applications for membership shall be considered by the directors who may grant membership, such membership to continue so long as the applicant meets the membership requirements.

- (B) Any person who has been convicted of a criminal offense, shall not be admitted for membership, unless his application has been approved by a majority of the directors.
- (C)) All members shall pay their annual fees from the moment of their acceptance and they shall observe the regulations of the association.
6. (A) The membership of the association shall act through membership meetings. It shall vote on all matters presented to it by the directors and shall suggest matters of procedure and policy to the directors. It shall carry out such other functions as are hereinafter specified.
- (B) Membership in the association may be suspended by the directors on the following grounds:
- (I) Non payment of membership fees for one year.
 - (II) Flagrant contravention of the rules and by-laws of the association.
 - (III) Participation in a public bout for which payment is received.
 - (IV) The use of Judo for any purpose other than self-defence, sport, demonstration or teaching.
 - (V) Conduct prejudicial to the standards of behaviour and ethics of Kodokan Judo, the International Judo Federation and Judo
 - (VI) Voting Members may be subject to discipline, suspension or expulsion by resolution passed by a majority in number of such members representing at least two-thirds (2/3) of the votes, calculated in accordance with these Articles, cast at an Annual or Special General Meeting of members of which notice specifying the intention to pass such a resolution has been given on any of the following grounds:
 - a) non-payment of required membership dues or any other fees or debt due to the Association;
 - b) any contravention of these By-laws or any rules made hereunder;
 - c) conduct contrary to the standards of good behaviour and the ethics of Judo;
 - d) the organization, promotion or use of Judo for other than self defence, sport, demonstration or teaching purposes;
 - e) organization or operation of a tournament, event, demonstration or other display or activity not approved by the Association
- (C) Notice of suspension shall be issued to any individual member who is alleged to have committed any of the actions listed in (B) I – V above. The suspension to come into effect within ten days, unless the member notified, objects within the time allotted, to any one of the directors. Upon receipt of an objection to suspension, the directors, at their next meeting shall give the member concerned an opportunity to explain his behaviour. The directors shall then make a decision as to whether or not to suspend the member. Reinstatement will require a majority vote.

ADMINISTRATION (Meetings of the members of the association)

7. Annual general meetings shall be held each year at a day, hour and place which shall be fixed by the directors. At least thirty days notice, thereof shall be sent by email to each registered club at this last known address. The accidental omission to give notice to any member shall not invalidate the proceedings at any general meeting
8. At every annual meeting, in addition to any other business that may be transacted, the report of the executive members, the financial statement and the report of the auditors shall be presented.
9. All Members of the Association are entitled to attend a meeting of the members although not entitled to vote. Attendance may be by telecommunication means where approved by the directors. Any other persons may be admitted only on the invitation of the Chairperson of the meeting or with the consent of the meeting.
10. Fifty percent plus one of the Voting Members represented by their authorized delegate shall be a quorum of any meeting of the members. No business shall be transacted at any meeting unless the "requisite quorum" be present at the commencement of the business.
11. At each meeting of members, every Voting Member shall be entitled to vote and on any such vote, shall be entitled to one (1) vote for each paid up Regular Member and one (1) vote for a paid up Associate Member of the Association. Each club accredited by the Board of Directors as a Voting Member shall designate one named person who must be a Regular Member to vote. The designated person must attend the meeting in person in order to vote.
12. There shall be no proxy votes.
13. The directors shall be elected every two years.
14. The directors, on the written request of five regular members in good standing setting out the object of the meeting proposed to be called, shall have power to call any special meeting of the members of the association.
15. If the directors do not cause a meeting to be held within thirty days from the date on which it is requested pursuant to Article 16 the members requesting the meeting may themselves convene the meeting, but any meeting so convened shall not be held after three months from the date on which it was requested.
16. The chairman of the Board of Directors shall preside at all meetings of the Association.
17. A majority of votes of the voting members present at any meeting of the Association shall decide on any question arising at the meeting. In case of an equality of votes, the Chairman shall have a second or casting vote. The Chairman shall declare that a resolution has been carried or lost. The declaration made by the chairman shall be conclusive unless a poll is demanded by two or more voting members when the results of such poll shall be deemed to be the resolution of the Association. Associate members do not have a vote.
18. Any meeting of the Association may be adjourned at any time and from time to time and such business may be transacted at such an adjourned meeting as might have been transacted at the original

meeting from which such adjournment took place. No notice shall be required of any such adjournment. Such adjournment may be notwithstanding that no quorum is present.

BOARD OF DIRECTORS

19. The Board of Directors shall consist of the following members of the Association: the President, Past President, 1st. Vice-President, 2nd Vice-President, Secretary and Treasurer. Unless otherwise determined by a general meeting, the Board of Directors shall consist of five members elected by the membership at the annual meeting and the Past President.
20. Each member of the Board of Directors at the time of his election and throughout his term of office shall be a member of the Association.
21. Vacancies on the Board occurring between annual meetings of the Association may be filled for the remainder of the year by the Board of Directors from regular members of the Association. The continuing Directors may act notwithstanding any vacancy in their body provided they have a quorum. A director shall not be eligible to continue in office:
 - (a) If he becomes of unsound mind.
 - (b) If by notice in writing to the Association he resigns his office or directorate; or
 - (c) If he is removed by a majority vote of the Association.
22. Three Directors shall constitute a quorum at any meeting of the Board of Directors.
23. The Board of Directors shall hold its meetings at such place or places within Newfoundland and Labrador as it may from time to time determine. Attendance can be through electronic means.
24. Directors meetings may be called by the Chairman or Vice-Chairman, and shall be called by such persons on direction in writing of two members of the Board of Directors.
25. Each member of the Board of Directors shall be notified at least seven days before the meeting is to take place. In an emergency such notice shall be delivered, telephoned, or telegraphed(remove telegraphed) to each member at least twenty-four hours before the meeting is to take place.
26. A meeting of the Board of Directors for the purpose of electing and appointing officers may be held immediately after the meeting of members at which a Board of Directors has been elected, and such meeting of Directors may be held without formal notice and shall be a valid meeting notwithstanding that some of the Directors may not be present thereat.

VOTING, DISQUALIFICATION

27. Questions arising at any meeting of Directors shall be decided by a majority of votes. In case of an equality of votes, the chairman shall have the casting vote.

POWERS AND DUTIES OF DIRECTORS

28. The management of the business of the Association shall be vested in the Directors who, in addition to the powers and authorities by these presents expressly conferred upon them, may exercise all such powers and do all acts and things on behalf of the Association as may be exercised or done by the Association in General meeting, but subject nevertheless to the provisions of the Companies Act, and of these presents and to the regulations from time to time made by the Association in General Meeting provided that no regulation so made shall invalidate any prior act of the Directors, which would have been valid if such regulation had not been made.
29. The Board of Directors may create and dissolve such projects and special committees and area branches as it may deem expedient for carrying out the work of the Association.
30. The standing Committees of the Association shall be
 - (a) (I) Refereeing Committee
(II) Grading Committee
(III) Coaching Committee
Creation of 4th committee, planning and promotion?
 - (b) Committee Chairmen shall be appointed by the Directors and empowered to add members to their Committees, said Committees to be ratified by the Directors.
 - (c) All standing Committee members shall hold Black Belt Degree **Remove?**
31. The Board of Directors shall receive reports from all its projects and special committees and area branches and staff and take such action thereon as it deems advisable and appropriate
32. The Board of Directors shall act on behalf of the Association for routine administrative purposes, and when expediency precludes a general meeting.
33. The Refereeing committee shall be responsible for the training of referees and the periodical evaluation of these referees with the aim to promote national referees.
34. The Grading Committee shall:
 - (a) Recommend to the Directors, promotion of any Newfoundland and Labrador judokas to the rank of Shodan or higher.
 - (b) Arrange for grading sessions at local clubs or tournaments.
 - (c) Delegate to club sensei who do not hold a Black Belt degree, the authority to promote Judo, provided that grading be made only by a Black Belt affiliated with Judo Canada.
35. The Coaching Committee shall implement the coaching certification program as set out by the Coaching Association of Canada and Judo Canada

OFFICERS OF THE ASSOCIATION

36. The officers of the Association shall include: the President, Past President, 1st Vice-President, 2nd Vice President, Treasurer, Secretary and Past President and such other officers as the Directors may from time to time determine and these officers shall form the Executive Committee of the Association.

(a) The President, 1st Vice-President, 2nd Vice-President, Secretary and Treasurer shall be elected by the voting delegates from among their numbers at the meeting of the Association provided that in default of such election the then incumbents, being members of the Board of Directors, shall hold office until their successors are elected and when elected shall occupy a term of office for two years.

(b) Nominations for officers will be in the form of a seconded motion, with the consent of the nominee required.

(c) Voting for the officers will be by secret ballot.

37. The President shall generally supervise the business and affairs of the Association and perform all other duties incidental to his office and shall preside as Chairman at all meetings of the Association.
38. During the absence or inability of the President his duties may be performed and his powers exercised by the 1st Vice-President. The 1st Vice-President shall also perform such duties and exercise such powers as the President may from time to time delegate or prescribe.
39. The 2nd Vice-President shall also perform such duties and exercise such powers as the President shall from time to time delegate or prescribe.
40. The Treasurer shall keep or cause to be kept full and accurate accounts of all financial transactions of the Association and shall deposit or cause to be deposited all moneys and securities of the Association in the name of the Association in such depositories as may from time to time be designated by the directors. The Treasurer also shall be responsible for the preparation of and necessary statements and reports relating to the financial transactions of the Association, the collection of membership fees and the performing of such other duties as may be required of him by the Directors.
41. The Secretary of the Association shall keep or cause to be kept all books and records which by law or otherwise are required to be kept, except books of account, and prepare or cause to be prepared all necessary statements and reports relating thereto. The Secretary shall also be responsible for sending out notices of meetings, recording, and distributing the minutes of all meetings, instituting and maintaining a record-keeping procedure for all active Newfoundland and Labrador Judokas, corresponding with all local, Provincial and National Judo organizations in accordance with his duties and performing such other duties as may be required of him by the directors.
42. An annual fee shall be charged for regular and associate membership of the Association.
43. The Board of Directors shall set the times and locations of tournaments and clinics throughout the year, participation in these tournaments and clinics shall be open only to those individuals who have applied for membership and paid their membership fee **at least one month prior to such events** unless otherwise decided by the Directors.

AUDITORS

44. The Auditor or Auditors of the Association shall be selected each year at the annual meeting. Before the annual meeting, and at any other time at the request of the Directors, the Auditors shall audit the books, accounts and financial statements of the Association and documents, securities and receipts of the

Association. For the purpose of any such audit the Treasurer shall give the Auditors such assistance as they require.

AMENDMENTS

45. Subject to the Companies Act the memorandum and Articles of the Association may be altered or amended by a two thirds vote of the members entitle to vote at any regular or special meeting if the notice of such meeting contains a statement of the proposed alterations or amendments.

RULES OF ORDER

46. Roberts Rules of Order shall be the standard parliamentary text of the Association and shall govern all cases not otherwise covered in this constitution.

THE SEAL

47. The directors shall provide for the safe custody of the Seal and the Seal shall never be used except by the authority of the Directors or of a committee of Directors empowered in that behalf, and in the presence of two Directors at least, who shall sign every instrument to which the Seal is affixed; deeds, bonds, and other instruments under the seal made on behalf of the Association, sealed with the Common Seal of the Association and signed by two Directors shall be deemed to be duly executed. (remove)

48. JUDO SPORTS HALL OF FAME

1. This constitution is for the Newfoundland & Labrador Judo Hall of Fame.
2. This Hall of Fame is established by the Newfoundland and Labrador Judo Association for the purpose of acknowledging, honouring and recording the achievements and contributions of exceptional athletes, builders and groups within this sport. Besides recognising achievements and contributions, this is also designed to promote the sport.
3. Selections to the Hall of Fame will be decided at the AGM of the Newfoundland and Labrador Judo Association by a vote. This will be based on nominations made by the nominating committee of the Newfoundland and Labrador Judo Association. The AGM may elect three athletes and two builders annually into the Hall of Fame and the nominating committee shall be responsible to ensure that sufficient nominations are submitted to elect this number. A maximum of one group (team or family) may be elected annually into the Hall of Fame.
4. The nominating committee shall be made up of the provincial coach, one member of the selection committee and one other member of the Board of Directors. While serving on the nominating committee members shall not be eligible for selection to the Hall of Fame.
5. All three members of the nominating committee must be present at the meeting that decides on new members being nominated to the Hall of Fame. (In the event that a telephone conversation is used all three members must be available for e the call).

6. For persons to be inducted into the Judo Sports Hall of Fame they must have a 75% majority vote at the AGM.

7. An athlete may be eligible for nomination to the Hall of Fame after being a constant participant in Judo despite continuing to participate in senior top-level competition. A builder shall be eligible for nomination at any time in his or her career and may certainly continue as a builder after election to the Hall of Fame. The eligibility of a group shall be at the discretion of the nominating committee but only exceptional accomplishments should be considered sufficient reason for an active group to be declared eligible.

8. The date, location and manner of induction into the Hall of Fame and such presentations and publicity that may be made to mark the occasion shall be the sole responsibility of the Board of Directors of the Newfoundland and Labrador Judo Association. The chair of the nominating committee shall be responsible for officially informing the President of the Newfoundland and Labrador Judo Association in sufficient time to allow for suitable publicity, awards and induction to be arranged.

9. The Board of Directors of the Newfoundland and Labrador Judo Association shall be responsible for keeping accurate records of all those inducted into the Hall of Fame.

10. All expenses connected with the Hall of Fame will be the responsibility of the Newfoundland and Labrador Judo Association and must be arranged prior to being incurred by the chairman of the nominating committee if they are incurred by the nominating committee or any member of it.

11. All those inducted into the Newfoundland Sports Hall of Fame with Judo as the main or major part of their career, or all those inducted into the national Hal of Fame for Judo, shall automatically be inducted into the Newfoundland and Labrador Judo Hall of Fame.

We, the several persons whose names and addresses are hereunto subscribed, are desirous of being formed into a company in pursuance of these Articles of Association.