

**Articles and Bylaws of  
Global Taekwondo  
Martial Arts Inc.**

**Revised April 10/2017**

The articles of Incorporation of Global Taekwondo Martial Arts Inc (GTMA) are as follows:

**1. Objectives:**

1.1: The objectives of the association are to promote, educate and demonstrate to the people of Saskatchewan the martial art of TaeKwon-Do.

**2. Directors:**

2.1: The Board of Directors Shall Consist of:

- President
- Vice President
- Treasurer
- Secretary
- 1 Additional member

Note: All chief instructors and registered black belts shall elect the board of directors at a special general meeting every four years. Board members can only be elected if they are current chief instructor (in good standing) of a school registered with GTMA.

2.2 Election of directors:

Each director shall hold office for a term of 4 years. Following their 4 year term a new board will be elected. Members of the board are permitted to run for their current position they hold, and if no one challenges them then they may hold their current position for a new term (4 years).

**3. Membership:**

The membership of the organization consists of:

3.1: Regular members (Students Registered)

3.2: Registered Instructors

3.3: Affiliated Clubs (Chosen by the Board)

4.4: Anybody is eligible to join, once membership fee is paid

5.5: Any club is eligible to join, after being recommended by a registered instructor or chosen by the Board of Directors.

**4. Meeting of Members:**

4.1: Any director of the board may call a meeting at any time. All meetings must meet the requirements of a quorum (3 of 5 members) before being held.

## **5. Liquidation and Dissolution:**

5.1 All physical and monetary assets of GTMA be assigned equally to all registered clubs upon dissolution.

PREAMBLE: Whereas the Global Taekwondo Martial Arts Inc was formed and incorporated on the 30th day of September, 2008 and, the association is empowered under the Incorporation Act to make the bylaws; they are as follows:

Title: These bylaws are cited as the bylaws of GTMA.

## **6. Interpretation:**

In these bylaws:

6.1: GTF means Global TaeKwon-do Federation

6.2: Any word(s) or expression used but not defined has, unless the context otherwise requires, the same meaning as in the act.

6.3: Organization means GTMA.

## **7. Objectives:**

The objectives of GTMA are to promote, educate and demonstrate to the people of Saskatchewan the art of TaeKwon-Do.

7.1: Promote and control fundraising for the organization.

7.2: Host events

7.3: Promote tournaments for all affiliated clubs.

7.4: Represent the affiliated clubs on a provincial level, and represent the organization on a national level

7.5: To help provide funding and guidance for clubs chosen for affiliation.

## **8. Membership:**

The membership of the organization shall consist of:

8.1: Registered students/ Members

8.2: Registered Clubs

8.3: Affiliated Clubs (Chosen by the Board of Directors)

8.4: Associate Members

8.5: A regular member is entitled to all privileges of membership except for the right to vote.

## **9. Affiliated Clubs:**

Any club teaching TaeKwon-Do that is certified and licensed by the Board of Directors is eligible for membership. This includes:

9.1: Any person or organization that has interest in advancing the principles of GTF and is at least 18 years old is eligible for admission as a GTMA member.

9.2: Any person who trains in TaeKwon-Do is a regular member upon payment of the organization fee.

9.3: Instructors must pay a licensing fee to GTF Canada and GTMA. This will be determined by the GTF Canada President and GTMA Board of Directors.

9.4: Any person / school who is eligible for affiliation to GTMA. Upon payment to GTMA will be admitted to the organization.

9.5: Membership fees payable to GTMA shall be decided by the Board of Directors.

9.6: Upon termination of membership (students, Instructors), a member is not entitled to any refund of any membership paid.

9.7: Upon termination of a license, an instructor is not entitled to any refund of any fees paid. The instructor shall immediately lose all privileges associated with GTF Canada and GTMA. The instructor and all their members have 30 days from the date of the license cancelled to discontinue the use of any GTF Canada and GTMA logos or materials.

## **10. Member meetings:**

10.1: The Annual General Meeting of members shall be held within three months after the end of the fiscal year of the Corporation at such place and time as the directors may determine.

10.2: Other meetings of the members of the Corporation, whether special or general, may be convened at any time and place by order of the president or directors.

10.3: A special meeting of the members of the Corporation shall be convened by the president upon requisition of the Corporation in writing made by five members.

10.4: A requisition for a special meeting shall specify the purpose or purposes for which such a meeting is required. The notice of a special meeting of the members shall state in general terms the purpose of the meeting and no other matters may be transacted unless all members entitled to vote are present in person and consent to the transaction of such business.

10.5: Any member may submit to GTMA a notice of matter that they propose to raise. Notice of the proposal shall be given to all members 10 days before the next meeting of members.

10.6: All members will be given a written notice not less than 10 days and no more than 30 days before the next meeting.

10.7: At every meeting, all members will be given one vote on each question.

10.8: All voting by members will be showed by a vote of hands, unless one member requests a secret ballot, only before a vote by a show of hands.

## **11. Annual General Meeting:**

11.1: A meeting of the members shall consist of at least 25% of all general members with the president and the Secretary/Treasurer present.

11.2: All conduct of meetings shall fall in line with the addition of Roberts Rules of Order.

## **12. Club Representatives:**

12.1: The representative of each affiliated club shall be the registered head instructor for that club.

12.2: The Current President, Vice president and Secretary/Treasurer may remove any member from the board or office after sending them a registered letter to their last known address. All three must agree on the removal.

12.3: All board members must be a head instructor and a registered member of GTMA.

12.4: Minutes of the meetings shall be recorded and kept by the appointed secretary. All minutes must be typed out and given to each member 5 days after the meeting in which they were recorded in. A copy will be brought to the next meeting by the current secretary. All minutes will be made available to all registered members of GTMA upon request.

## **13. Financial Affairs:**

13.1: The fiscal year shall end on the 31<sup>st</sup> of March.

13.2: The board of directors shall keep proper records and accounts of all transactions for GTMA for the year.

13.3: A Budget setting the details for the following years revenues and expenses shall be prepared by the Board of Directors.

#### **14. AGM Preparation:**

*The Board of Directors shall prepare for all members at every annual meeting:*

14.1: Financial statements for the year.

14.2: The report of the auditor.

14.3: All further information with respect to the financial affairs for the organization.

14.4: The board of directors shall approve the financial statements.

14.5: No financial statement or information shall be shared unless approved by the board of directors.

14.6: GTMA Shall send to each Board member, Head Instructor financial statements and the report of the auditor upon request. GTMA shall cover the cost of sending the document.

14.7: The Auditor shall be elected with the board of directors. The auditor must be in good standing of any nationally recognized accounting body.

14.8: All funds for GTMA. Shall be deposited in one or more accounts held in the name of the organization at a chartered bank, assigned by the Board of Directors.

14.9: All cheques, notes, bills of exchange shall be executed in the name of the organization along with the accordance passed by the Board of Directors.

#### **15. Committees:**

The duties of committees shall be assigned by the board of directors in written form.

15.1: Committees may be formed by the board as they see fit.

15.2: The committee chairman shall be appointed by the board of directors.

15.3: The members of the committee shall be members of GTMA of chosen by the Chairman. But all considered are subject to confirmation by the board of directors.

15.4: Committee members may meet and regulate themselves how they see fit.

15.5: The Board of Directors shall be responsible for the establishment and maintenance of technical standards, for dree protocol, instruction, testing and competition: for the sanctioning of competition and other events under conditions as stipulated. The GTMA Board shall license and certify all GTMA Instructors in the province.

#### **16. Tournaments and Seminars:**

16.1: The Board of Directors shall sanction all events and all events will be run under GTF CANADA guidelines

16.2: All tournaments must have made application and obtained approval in writing from the Board of Directors before holding an event.

16.3: All tournaments are to be run under GTF rules and regulations.

16.4: All clubs present must have certified GTF instructors.

16.5: Participants of GTMA Clubs and Individuals in NON-GTF or open competitions:

- Participants and individuals who compete in non-sanctioned events must be advised that GTMA does NOT cover insurance for those who participate in the event.

### **17. Discipline:**

17.1: The GTMA Board of Directors shall be responsible for the arbitration of any complaint or problem brought to their attention by any member of the organization against another member. An arbitrator will be appointed by the board for each case.

### **18. Testing:**

18.1: A certified GTMA instructor shall be responsible for arranging, conducting, and promoting all belts in their school under the GTF Canada guidelines. If there is no instructor, the club may invite an instructor from another club to do the testing.

### **19. Amendment(s) of Bylaws:**

19.1: The board of directors may change; amend any of the bylaws that govern GTMA at anytime.

19.2: The member making the change must submit it to the board of directors 10 days before the next meeting. At the meeting the members of the board only will reject or accept the change. The change takes effect from that meeting on.

19.3: All amendments or repeals will be distributed to all members 7 days after the meeting.

### **20. Directors duties:**

20.1: The directors shall manage the administrative and organizational activities of the organization

20.2: All directors, board members, Instructors shall act honestly and in the best interest of GTMA.

20.3: The president shall preside at meetings of the board of directors and shall be the sole official representative and spokesman for GTMA. But they may also delegate responsibility to other members on specific occasions.

20.4: The vice president shall assist the president and may be asked to act as the president if they are unable to attend a function. If both the vice president and the president are unable to attend then the board will take over all decisions, until one is able to resume their duties.

**21. Expulsion of a member or club:**

21.1: An expulsion of a member, club, and instructor will only be decided by the Board of Directors.

21.2: No member may be denied the right to practice or receive instruction unless they have been formally suspended or expelled.