

MEMBERSHIP POLICY ONTARIO TABLE TENNIS ASSOCIATION

Categories of Membership

1. Categories – The Corporation has three (3) categories of membership:
 - a) Member Club
 - b) Competitive Member
 - c) Recreational Member

Qualifications for Membership

- 2.1 Member Club – A table tennis club that has a minimum of four (4) individuals who are the Corporation Competitive or Recreational Members, that has bylaws and policies that are consistent with those of the Corporation and that has paid its membership dues.
- 2.2 Competitive Member - Any individual whom applies for membership and is involved in rating events as a player, coach or official.
- 2.3 Recreational Member - Any individual whom applies for membership and is involved in non-rating events organized by OTTA and its affiliated clubs.

Admission of Members

- 3.1 Admission of Members - No club or individual will be admitted as a Member of the Corporation unless:
 - a) The candidate member has made an application for membership in a manner prescribed by the Corporation;
 - b) The candidate member has been approved as a member by the Board or by any committee or individual delegated this authority by the Board;
 - c) If, at the time of applying for membership the candidate member is currently a Member, the candidate member shall be a Member in good standing;
 - d) If the candidate member was at any time previously a Member, the candidate was a Member in good standing at the time of ceasing to be a Member or have regain its good standing status; and
 - e) The candidate member has paid dues as prescribed by the Board.
- 3.2 Failure to be Admitted – Where a candidate club is not admitted to membership, written reasons will be provided.

Membership Dues

- 4.1 Year - Unless otherwise determined by the Board, the membership year of the Corporation will be one year from the date of registration and payment of membership fees.
- 4.2 Dues – Membership dues will be determined annually by the Board of Directors.
- 4.3 Deadline – Membership dues will be payable on the date of registration.

Withdrawal and Termination of Membership

5.1 Resignation – A Member may resign from the Corporation by giving a written notice to the Board. The Member resignation will become effective the date on which the request is approved by the Board.

5.2 May Not Resign – A Member may not resign from the Corporation when the Member is subject to disciplinary investigation or action of the Corporation.

5.3 Arrears A Member will be expelled from the Corporation for failing to pay membership dues by the deadline date prescribed herein. –

5.4 Discipline – A Member and/or may be suspended or expelled from the Corporation in accordance with the Corporation’s policies and procedures relating to discipline of Members.

5.5 Cease to be a Member – Any Member will cease to be a Member upon its dissolution or winding up of affairs or bankruptcy.

Good Standing

6.1 Definition – A Member of the Corporation will be in good standing provided that the Member

- a) owes no outstanding membership dues or other debts to the Corporation;
- b) has not ceased to be a Member;
- c) has not been suspended or expelled from membership, or had other membership restrictions or sanctions imposed;
- d) has complied with the Constitution, Bylaws, policies and rules of the Corporation; and
- e) is not subject to a disciplinary investigation or action by the Corporation, or if subject to disciplinary action previously, has fulfilled all terms and conditions of such disciplinary action to the satisfaction of the Board.

6.2 Cease to be in Good Standing - Members who cease to be in good standing will not be entitled to vote at meetings of Members and, where the Member is a Director, at meetings of Directors, or be entitled to the benefits and privileges of membership until such time as the Board is satisfied that the Member has met the definition of good standing as set out above.

Meetings

7.1 Types of Meetings – Meetings of Members will include Annual General Meetings and Special Meetings.

7.2 Special General Meeting - A Special General Meeting of the Members may be called at any time by the President, by the Board or upon the written requisition of ten (10%) percent or more of the voting Members for any purpose connected with the affairs of PO that does not fall within the exceptions listed in the Act or is otherwise inconsistent with the Act, within 21 days from the date of the deposit of the requisition.

7.3 Location and Date -- The Corporation will hold meetings of Members at such date, time and place as determined by the Board. The Annual General Meeting will be held within 15 months of the last Annual General Meeting and within six (6)

months of the Corporation's fiscal year end. Any Member, upon request, will be provided, not less than 21 days before the annual meeting, with a copy of the approved financial statements, auditor's report or review engagement report.

7.4 Participation by Electronic Means – Any person entitled to attend a meeting of members may participate in the meeting by telephonic or electronic means that permits all participants to communicate adequately with each other during the meeting if the Corporation makes such mean available. A person so participating in a meeting is deemed to be present at the meeting.

7.5 Notice - Written or electronic notice of meetings of Members will be given to all voting Members at least ten (10) days and not more than fifty (50) days prior to the date of the meeting. Notice will contain, a reminder of the right to vote by proxy, a proposed agenda and reasonable information to permit Members to make informed decisions; and state the text of any special resolution to be decided.

7.6 Waiver of Notice – Any person who is entitle to notice of a meeting of the members may waive notice, and attendance of the person at the meeting is a waiver of notice of the meeting, unless the person attends the meeting for the express purpose of objecting to the transaction of any business on the grounds that the meeting was not lawfully called in accordance with these Bylaws.

7.7 Error or Omission in Giving Notice - No error or omission in giving notice of any Members' meeting shall invalidate the meeting or make void any proceedings taken at the meeting.

7.8 New Business - Any Member who wishes to have new business placed on the agenda of a meeting will give written notice to the Corporation at least ten (10) days prior to the meeting date.

7.9 Quorum – Five (5) of the voting Members excluding proxy votes, will constitute a quorum. If a quorum is present at the opening of a meeting of the Members, the Members present may proceed with the business of the meeting, even if a quorum is not present throughout the meeting.

7.10 Closed Meetings – Meetings of Members will be closed to the public except by invitation of the Board.

7.11 Agenda – The agenda for the Annual General Meeting will at least include:

- a) Call to order
- b) Establishment of Quorum
- c) Approval of the Agenda
- d) Adoption of Minutes of the previous Annual Meeting
- e) Report of Auditors
- f) Appointment of Auditors
- g) Business as specified in the meeting notice
- h) Election of new Directors
- i) Adjournment

7.12 Scrutineers - At the beginning of each meeting, the Board may appoint one or more scrutineers who will be responsible for ensuring that votes are properly cast and counted.

Voting at Meetings of Members

8.1 Voting Privileges - Members will have the following voting rights at all meetings of Members:

- a) Member Clubs can be represented by
 - a. appointed delegate, in accordance with section 5.14, to attend and participate in meetings and are entitled to the number of votes as follows:
 - 1. 4– 10 Competitive or Recreational Members – 1 Vote;
 - 2. 11 – 50 Competitive or Recreational Members – 2 Votes
 - 3. 51 - 100 Competitive or Recreational Members – 3 Votes;
 - 4. 101- 300 Competitive or Recreational Members – 4 Votes.
 - 5. 301 and more Competitive or Recreational Members – 5 Votes.
 - b. Board Director – each one entitled to one vote replacing the one of votes of the Member Club's where Board Member is Recreational or Competitive Member.
- b) Competitive Members may attend and participate in meetings but are not entitled to vote;
- c) Recreational Members may attend and participate in meetings but are not entitled to vote;

8.2 Double Votes – Member Clubs who have registered all individuals associated with their club with the Corporation will be entitled to double their voting numbers provided in Section 5.12 above. The Board of Directors will determine in their sole discretion whether or not the Member Club has registered all individuals.

8.3 Club Delegate - In the absence of the applicable Member Club President at a meeting of Members, the applicable Member Club's Board of Directors will appoint in writing to the Corporation, seven (7) day prior to the meeting of members, a Delegate to represent the applicable Club Member. Delegates must be eighteen years of age and older and a Recreational or Competitive Member in good-standing of the Corporation.

8.4 Proxy Voting – Voting Members may vote at meetings of the Corporation by proxy if:

- a) The Voting Member notified the Corporation in writing at least five (5) days prior to any meeting of the Corporation of an appointment of a designate who is a voting member;
- b) The proxy is received by the designate prior to the start of the meeting;
- c) The proxy clearly states the date of the specific meeting;
- d) The proxy clearly states to whom the proxy is given (a maximum of ten proxies per person); and
- e) The proxy signature matches the signature of the annual registration form.

8.5 Determination of Votes - Votes will be determined by a show of hands or voting credentials unless a recorded ballot is requested by the majority of those Members voting.

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8.6 Majority of Votes - Except as otherwise provided in the Act or these Bylaws, the majority of votes and votes representing at least three (3) Member Clubs will decide each issue. The four (4) Member Clubs will not be in a situation where they are in a real conflict of interest where a conflict of interest is defined as a situation which results in a real incompatibility between a Club's private interests and a Club's fiduciary duties to the Association.

8.7 Written Resolutions - A resolution in writing signed by all the voting Members is as valid as if it had been passed at a Members' meeting.

8.8 Voting by Mail or Electronic Means – A voting member may vote by mail, telephonic or electronic means, instead of proxy, if:

- a) The votes may be verified as having been made by the member entitled to vote; and
- b) The Corporations is not able to identify how each member voted.