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JAMAICA TRIATHLON ASSOCIATION CONSTITUTION

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JAMAICA TRIATHLON ASSOCIATION CONSTITUTION

The name of the Association is TRIATHLON JAMAICA

A. DEFINITIONS

1. **Triathlon:** A multi-sports event consisting of three parts: a swim in pool or open water, a cycle on roads and trails, and a run on roads or trails.
2. **Triathlon Jamaica, JTA and The Association:** Shall mean the Jamaica Triathlon Association.
3. **National Federation:** A body recognized by the "Jamaica Olympic Association (JOA)" as controlling the sport in Jamaica, hereafter referred to as NF.
4. **Regional Governing Body:** A body recognized as controlling the sport in that area thereafter referred to as RGB.
5. **Gender:** Words using the masculine gender shall include the feminine. Singular words shall include the plural and vice versa.

B. OBJECTS

The objects of the Association are to:

1. Function as the NF of the triathlon in Jamaica, and to represent Jamaica internationally;
2. Promote the triathlon, both competitive and non-competitive, in Jamaica;
3. Encourage support of JAMAICA TRIATHLON ASSOCIATION programmes by the public generally;
4. Provide guidance, information and assistance in respect to these objects and in the development of programmes for competitive and non-competitive triathlons and triathletes;
5. Affiliate all other island Associations to JAMAICA TRIATHLON ASSOCIATION in the process of becoming the governing body in towns/regions e.g. Negril and Treasure Beach;
6. Organize training courses for triathletes, coaches and administrators to national and international standards;
7. Set criteria for the selection to the national team to represent Jamaica internationally;
8. Fix the date, rules and regulations and venue for Jamaica National Championships;
9. Promote other multi-disciplined endurance events excluding the traditional decathlon, pentathlon, heptathlon, modern pentathlon and biathlon, which are part of existing

International Federations (IFs).

10. To procure and maintain the affiliation of the Association to the International Triathlon Union and to such other International or other body as to the Association shall seem incidental or conducive to the Association's objects or any of them.
11. To do all such other things as are incidental or conducive to the attainment of the objects of the Association or any of them.

C. REGISTERED OFFICE

1. The board of directors shall determine the location of the registered office of the Association from time to time.

D. MEMBERSHIP

Membership in JAMAICA TRIATHLON ASSOCIATION will be one of the following classes:

1. The membership shall consist of:

- a) Individual members as hereinafter provided
- b) Provisional members as hereinafter provided
- c) Affiliated members as hereinafter provided
- d) Honorary Life members as hereinafter provided
- e) Junior members as hereinafter provided

by submitting an application along with an application fee for each person who is a member of such an organization. Its members, so named shall be admitted to JAMAICA TRIATHLON ASSOCIATION.

2. The following shall be eligible to be admitted as an individual member namely:

- a) Any individual who is an official fully qualified as such by the Association;
- b) Any individual who has represented Jamaica as a triathlete, triathlon official or triathlon coach in any of the following:
 - i. The Olympic Games, World Championships, World Cup, Commonwealth Games;
 - ii. Senior Area, Regional or Group Championships;
 - iii. Senior Area, Regional or Group Games;
 - iv. Any Senior International Championship opens to all members of the ITU or the Area, Group or Region.
- c) Any individual resident in Jamaica to whom has been issued a National Coaching Certificate by the Association or who holds a physical education degree or coaching certificate acceptable to the Association.
- d) Any individual resident in Jamaica endowed with special skill or skills as determined

- by Association and who has actively demonstrated over a period of at least three (3) consecutive years by voluntary use of such skill or skills particular interest in the developing or promoting triathlon in Jamaica or in assisting Jamaica triathletes.
3. Provisional membership is given to individual resident in Jamaica who has not met the criteria for individual membership and has shown participation in the sport as a triathlete or an individual endowed with special skill or skills as determined by the Association and who has actively demonstrated by voluntary use of such skill or skills particular interest in developing or promoting triathlon in Jamaica or in assisting Jamaica triathletes.
 4. Any club, society, school or association or other body of persons demonstrating actively an interest in triathlon as determined by the Association shall be eligible to be admitted as an affiliated member provided however that where such club or society or school or other body of persons as aforesaid is itself associated with an association which has nominated members of the Association such club or society or school or other body of persons shall not be eligible to nominate a person for admission as a member of the Association and, if such club, or society or school or other body of persons is a member of the Association to which it is associated, cease to be a member of the Association.
 5. The Members in general meeting may appoint such individuals having regard to the services of such persons to triathlon in Jamaica or to the Association as they deem fit from time to time as Honorary Life Members of the Association. An Honorary Life Member shall have the right to attend all meetings of the Association and exercise all rights and privileges as if he were an individual member of the Association but such person shall not be required to pay annual subscription.

The nominee for the Award of Honorary Life President should:

- i. Have been a member of the Association for at least ten (10) years prior to the date of nomination for the Award;
- ii. Have served at least two (2) consecutive terms as President;
- iii. Prior to becoming President have served at least two (2) terms as an Officer;

Nomination of the Award shall be made by resolution originating either with:

- i. An individual member in general meeting for consideration by the Executive Board;
- ii. The Executive Board.

And eventually brought before an Extra-Ordinary General Meeting and passed by not less than two-third (2/3) of the number of members present and entitled to vote at that meeting.

6. The following shall be eligible to be admitted as a Junior member namely:
 - a) Any individual who has represented Jamaica as a triathlete in any of the following:
 - i. Junior Area, Regional or Group Championship;
 - ii. Junior Area, Regional or Group Games.

A Junior athlete shall not be required to pay any annual subscription and shall not be

entitled to vote.

7. Except as provided in Article D.4. hereof each candidate for membership must be proposed by a member of the Association and seconded by another member of the Association. The name of the candidate shall be notified by circular to each member of the Association other than ex officio members at least ten (10) days before the ballot takes place.
8. An annual fee to be determined by the Annual General Meeting shall be paid to maintain membership of Jamaica Triathlon Association.
9. The annual subscription for each individual member other than an Honorary Life Member or an Honorary Life President is Two Thousand Dollars (\$2,000.00) or such other sum as a majority in general meeting shall determine payable in the case of a candidate for election to membership of the Association at the time when the application is received by the Association and in the case of other members not later than the 31st March in each year.

E. SUSPENSION OF MEMBERS

The Executive shall appoint a Disciplinary Committee which will recommend for the Executive to decide, whether any member may be expelled from the membership of the Association for behaviour deemed detrimental to, and against the interest of the Association or be suspended for such period as may though fit.

F. REGIONS/ TOWNS

The Association recognizes the regions/ towns of Jamaica as areas for the purpose of government of Triathlon and to best assist in its development.

G. FINANCES

The financial year of the Association shall terminate on the 31st of December each year, or at such date as the Executive Board determine by resolution.

H. GOVERNMENT OF THE JAMAICA TRIATHLON ASSOCIATION

- i. The governing body, JAMAICA TRIATHLON ASSOCIATION, shall receive its direction from the annual meeting.
- ii. All meeting of the Association will govern itself.

I. ANNUAL GENERAL MEETING

1. In addition to any other meetings of the Association the Annual General Meeting shall be held each at a venue determined by the Executive Board. The Annual General Meeting shall be held no later than the 1st day in July in each year ending the previous 31st day of March provided that where the Annual General Meeting is not held by the 1st day of July in any year the Executive Board is hereby authorized to continue in office until the expiration of one month from the 1st day of July so as to permit the Annual General Meeting to be held.
2. The annual meeting will:

- a) Hear and receive reports and statements;
 - b) Approve financial statement;
 - c) Hold election of officers;
 - d) Transact any other business properly brought before the meeting.
3. No business shall be transacted at any General Meeting unless a quorum of member is present at the time when the meeting proceeds to business. Save as in herein otherwise provided twenty percent of members present and entitled to vote shall be a quorum.
 4. No business shall be transacted at any General Meeting unless a quorum of members.
 5. The President and failing him one of the Vice President in order of precedence shall preside as Chairman at every General Meeting of the Association.

J. SPECIAL GENERAL MEETINGS

1. The Executive Board may call a special general meeting of the members for the transaction of any business, the nature of which is specified in the notice calling the meeting.
2. A special general meeting of the members may also be called by written notice from not less than four (4) members of the Board.

K. NOTICE OF MEETING

1. Notice of the time, place and date of general meetings, and the nature of the business, shall be given not less than twenty-eight (28) days before the date of the meeting, in writing to the last known email address and or mailing address of the officers of the Jamaica Triathlon Association.

L. VOTING

1. To be eligible to vote, a member shall not be in arrears in payment of annual fees to the Association.
2. All question properly proposed for consideration at a meeting of the members shall be determined by a majority vote, except constitutional changes which requires two thirds (2/3) of the vote recorded.
3. Election of a single person will be by simple majority of votes cast, by ballot.
4. Election of several persons: members may vote for one (1) only or combination of names in election of several persons, i.e., plumping. A majority elects.
5. Each member shall be entitled to one vote

M. ELECTION OF OFFICERS

The following officers of the association shall be elected at the Annual General Meeting for a term of four years.

1. President
2. 1st Vice President
3. 2nd Vice President
4. 3rd Vice President
5. Secretary General
6. Assistant Secretary General
7. Treasurer
8. Assistant Treasurer
9. Director
10. Director
11. Director
12. Director
13. Director
14. Director

N. EXECUTIVE BOARD

Unless otherwise decided by the Annual General Meeting Executive Board consists of:

1. President
 2. 1st Vice President
 3. 2nd Vice President
 4. 3rd Vice President
 5. Secretary General
 6. Assistant Secretary General
 7. Treasurer
 8. Assistant Treasurer
 9. Director
 10. Director
 11. Director
 12. Director
 13. Director
 14. Director
- i. Each Past President shall be an ex officio member of the Executive Board for a period of one year after he/she demits office.
 - ii. The Executive Board, save and except for the ex officio members thereof, shall be elected by the members at the annual General meeting and shall, subject as is provided in this Constitution, hold office until the second Annual General Meeting following the Annual General Meeting at which he was elected. A member of the Executive Board need not to be a member of the Association to be elected to the Executive Board.

O. DUTIES OF THE EXECUTIVE BOARD

1. To perform the functions and work of the Association between general meetings.
2. To supervise and exercise guidance over the work of standing committees.
3. To grant provisional membership to regional governing bodies as determined necessary by the Association.
4. To prepare for the next general meeting.
5. To meet at least once per year.

P. DUTIES OF THE OFFICERS

1. **President:** Shall be ex-officio member of all committees. Shall, when present, preside at all meetings of the Association and the Executive Board. In his absence the 1st Vice President shall preside. The President or his nominees shall represent JAMAICA TRIATHLON ASSOCIATION at all appropriate occasions and events. The relevant committees' duties of Marketing/Promotion/Communication, National Teams and Technical are to be allocated among the Vice Presidents by the President and approved by the Executive.
2. **1st Vice President:** Shall assume the duties of the President when he is incapacitated or is asked to do so by the President. Shall supervise such standing committees as shall be allocated to him/ her.
3. **2nd Vice President:** Shall supervise such standing committees as shall be allocated to him/ her.
4. **3rd Vice President:** Shall supervise such standing committees allocated to him/ her.
5. **Treasurer:** Shall receive all money which is paid to the Association. The treasurer shall be responsible for depositing same in a registered bank. The treasurer shall account for funds of the Association, and keep proper records of said funds, receipts, books and disbursements necessary. The treasurer will present an accounting statement whenever required by the board and will prepare a duly audited statement of the financial position of the society, for the annual general meeting. A copy of the annual audit will be submitted to the secretary for the inclusion in the record of the Association.
6. **Secretary:** It is the duty of the secretary to attend all meetings of the Association and Executive Board and to keep minutes of same. The secretary shall keep complete record of the membership and addresses, and shall be custodian of all documents of value and other properties. The secretary shall take charge of all correspondence. The Secretary shall receive the annual fees collected or assessments levied. Any fees collected shall be promptly turned over to the treasurer for deposit in a commercial bank as herein required.

Q. BANKING

The Executive Board shall designate, by resolution, a minimum of two (2) officers, with a choice between three (3), authorized to transact the banking business of the Association, or any part thereof, that the Executive Board has designated as the Association's business, including: the power to make, sign, draw, accept, endorse, lodge or deposit or transfer, cheques, drafts, money orders for the payment of money.

R. BORROWING

For the purpose of pursuing the objectives of the Association, the Executive Board shall have full authority to borrow or otherwise obtain credit during a fiscal year or until approved by the Annual General Meeting, on behalf of the Association, and on the basis of such security as they deem fit.

S. AMENDMENT OF THE CONSTITUTION

The constitution of the Association may be amended, enacted or repealed by the Executive Board, and sanctioned by at least two-thirds (2/3) of the votes cast at a meeting of members properly called.

T. RULES AND BYE-LAWS

The Executive Board shall have power from time to time to make alter and repeal all such rules or bye-laws as it may deem necessary or expedient or convenient for the proper conduct and management of the Association.

U. RECORDS

The Association shall be the sole body to accept and declare records for Triathlon events held in Jamaica or for Triathlon performances achieved by Jamaican Citizens or by triathletes eligible to represent Jamaica in international competition. For the aforesaid purposes the Association shall apply and be regulated by rules for world records of the International Triathlon Union with such alterations as the Association shall from time to time approve.

V. INTERNATIONAL TRIATHLON UNION

Save where any provision of this Constitution conflicts with that of the Constitution of the International Triathlon Union the provisions of the Constitution of the International Triathlon Union are hereby incorporated as provisions of the Constitution of the Association.