

**ABAA 2006-2007
FEDERATION OF CANADIAN ARCHERS INC (FCA)
OPERATING AGREEMENT**

1. Intent

This agreement sets out the terms & conditions to which the FCA and the Province agree concerning the planning and delivery of key programmes and services that support the development of Archery in Canada in partnership with the Provinces. This agreement is binding on both parties from January 1st 2006 to December 31st, 2007.

2. The Federation of Canadian Archers is a bilingual association; wherever possible, all documents, regulations and orders will be published in both official languages. FCA will also make every attempt to serve its members in the language of their choice.

3. Conditions

The Federation of Canadian Archers (FCA) agrees to provide:

- a) A National Office in Ottawa, which will be staffed on a regular basis to serve the Provinces and members of FCA with the programmes outlined below. The priority of the office shall be to work with the Provincial President and/or Provincial Director;
- b) 1 vote to the Province at FCA Board of Directors meetings, 5 votes to the Province at the FCA Annual General Meeting;
- c) FCA will support travel, meals and accommodation costs to the FCA Board meetings by the Provincial Director as required. If funding is not available the Province and FCA will share these costs based on membership numbers and distance to the event. The table at Annex A details the amounts that will be paid by FCA;
- d) FCA will pay the travel; meals and accommodation costs of the PSO 3D Director to the FCA Annual General Meeting/3D Board Meeting provided funding is available. If funding is not available the Province and FCA will share these costs based on membership numbers and distance to the event. The table at Annex A details the amounts that will be paid by FCA;
- e) The Province the exclusive right to recruit/maintain clubs, individual members and family membership within the Province. Note: Should the FCA receive requests from individual archers or clubs wishing to join the FCA directly, said requests will be returned with a letter signed by the President outlining the benefits of the services provided by their Provincial body with a copy to the Provincial membership director. After a period of 30 days, if the PSO has not been successful in encouraging the archer or club to join the PSO, the FCA will then reserve the right to accept said membership at a fee of \$12 individual adult, \$10 Junior Cadet or Cub, Maximum \$29.00 family and \$40.00 club This extra fee will be credited to Province;
- f) Archers registering for FCA Championships who are not FCA members will be charged a \$100 fee to allow them to compete. The regular PSO affiliation

- fee will be paid to the Province or refunded should the Province or the individual show membership affiliation. FCA will make every effort to ensure registrants are PSO members.
- g) The Province the right of bid to host the FCA National Championships (target/field and 3D per a National rotating schedule upon approval during the AGM in Caledon, 2004). Any provincial club or clubs bidding for said rights must request a letter of support from the provincial association and submit said letter with their bid. **No exception to this condition will be allowed.**
 - h) Unless otherwise stated by the PSO, clubs within the Province the right to register sanctioned events with the FCA and FITA, which would then be registered for FCA and/or World records, awards and for Canadian Team selection (according to team selection criteria) by paying the applicable sanction fee to FCA **a minimum 60 days** in advance of the event;
 - i) Affiliated clubs within the Province the right to register sites for the Canadian Indoor Championships (Regional);
 - j) \$5 million PL/PD liability insurance coverage to each current member & affiliated club with FCA members of Province;
 - k) The Province access to the membership database of affiliated members within that Province through a designated membership chair;
 - l) The Province discount prices on all FCA owned products;
 - m) The Province access to the National Coaching Certification Programme (NCCP). The FCA will maintain a programme to allow archery coaches to become certified at all levels. FCA will keep the programme updated with current manuals, reference material and exams;
 - n) The Province a minimum of 1 page on the FCA website solely for the purpose of promotion and furthering the advancement of the PSO. The Province is responsible to provide FCA with information ready for uploading. Reciprocal links to affiliated Provinces and Clubs will also be listed;
 - o) The Province access to a National Judging Certification Programme which will allow Canadian archery judges the opportunity for national certification leading to international certification;
 - p) FCA will provide a reciprocal link from its web site's directory page to home pages or email addresses of registered retailers from within the Province, the directory will contain the retailer's company name, address and phone number (fax and e-mail) along with a maximum 40 word "sell message" for their business;
 - q) FCA will maintain an archery directory of key National and Provincial Volunteers and how to contact them. All Provincial Clubs and directors whose names, addresses, phone numbers and email addresses that are supplied by the Province annually will be listed;
 - r) FCA will maintain national archery records. Members of FCA and affiliated Provincial Associations will be eligible for these records provided they are shot at FCA registered events. FCA will notify the Province and the member of the achievement and maintain the records on the FCA website.
 - s) FCA will only do financial business with representatives whose names are approved and provided by the Province on an annual basis;

- t) FCA will attempt, upon receipt of objective selection criteria from the PSO, to provide annual funding for at least one athlete per province to compete in the National Target Championships
- u) FCA will provide opportunities for qualified archers to represent Canada on National/International teams provided those archers have met the pre-requisites of the Excellence programme and are current members of FCA and the Excellence programme. While FCA will make every attempt to provide funding within the constraints of available government financial support, there may not be any forth-coming in such a case, FCA will make every attempt to provide as much support as possible; and
- v) The FCA will work with FITA and other international archery associations for the best interests of Canadian archers, by providing representation based on direction from the FCA Board of Directors. FCA will speak for the Canadian Archery community on archery matters with Canadian, Continental and World Sport authorities such as Canadian Olympic Congress (COC), Sport Canada, Canada Games Council, Canadian Professional Coaches Association (CPCA), Fédération de Internationale de Tir à l' arc (FITA), Confederacion Panamericana de tiro con arco (COPANARCO), Pan American Sports Organization (PASO) etc.;

It is also agreed and understood the PROVINCE and the FCA recognise it is our collective responsibility to provide services to all archers in Canada regardless of age, sex, race, ethnic background, religion, degree of capability, discipline ranking, or any impediment.

The Province agrees to:

- a) Register their PSO with the FCA at a fee of \$100 per year for the period Jan 1st, 2006 until Dec. 31st, 2007 (\$200.00 total);
- b) Offer to all (provincial) members, family members and clubs with the FCA at an agreed rate of \$10.50 for 2006 and 2007 per person senior, juniors, cadets and cubs, \$25 per family membership and \$35 per club registration. There shall be no discounts. **ABAA** will submit separate membership information and are financially responsible for each submission. The Province shall provide computer ready membership lists to FCA; non-computer ready memberships will be charged a rate commensurate with the amount of work required by FCA staff to input these records;
- c) **ABAA** will print own membership cards showing FCA membership of the member. If FCA prints membership cards the membership fee shall be \$11.50 per individual. (\$1 charge for printing the card);
- d) **ABAA** will provide quarterly payments to FCA for memberships:
Feb 1, yearly - 100% of memberships submitted to FCA by January 31.
March 30, yearly - 100% of memberships submitted to FCA by March 15;
June 30, yearly - 100% of memberships submitted to FCA by June 15;
September 30, yearly - 100% of memberships submitted to FCA by Sept. 15;
Final payment December 30 yearly - 100% of memberships received to that date.

Notes:

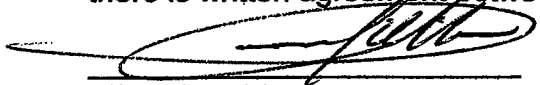
1. Membership in the FCA is for the period Jan 1st, to Dec 31st, as agreed to at the 1998 Annual Meeting;
 2. Memberships received after September 1 are treated as the next year.
- e) Submit a copy of Provincial newsletters to the FCA office for informational purposes;
 - f) According to mutually acceptable procedures, appoint a FCA director, who is cognizant of and able to speak for ABAA and submit said name to the FCA office. The FCA director must be an active archery volunteer able to communicate electronically (email {preferred} or fax) with the FCA office on a regular basis. This Director shall be a full voting member of FCA and carry the ABAA's vote;
 - g) To co-ordinate and register any or all coach & judge certification clinics with the FCA office and to ensure prompt payment for registration of said clinics upon receipt of FCA invoice. (FCA invoices will be sent to PSO office no later than 10 working days from receipt of registration and will be deemed payable no later than 30 days from receipt by PSO regardless of actual date of clinic.);
 - h) Agree to pay all invoices payable to FCA within 30 days;
 - i) To assist with registering all individual club FCA/FITA events by the cut off dates and pay the applicable fees to FCA 30 days in advance of the event. FCA will liaise with and bill the Provincial clubs directly;
 - j) To pre-pay event registration fee's associated with FCA/FITA events to the FCA office upon receipt of FCA invoice. (FCA invoices will be sent to PSO office no later than 10 working days from receipt of request;
 - k) Send a list of Indoor regional championship sites to the FCA office for publication on the FCA web site no later than January 31st, yearly. FCA will liaise with and bill Province's clubs directly;
(Note: payment of fees for said events must accompany the scoring sheets at time of submission to the FCA office. If payment is not received, results will not be recognised, awards will not be issued, nor will those archers be recognised or published as winners on the results sheets or on the FCA web site);
 - l) Provide the FCA with a list of those persons authorized to act on behalf of the (PSO).
 - m) Adopt FCA's Code of Ethics and Conflict of Interest policies.
 - n) Adopt FCA's Athlete Abuse Prevention Education Programme
 - o) Submit a formal update when requested by the FCA Office for inclusion in the Annual Report to the Annual General Meeting (see form attached)
 - p) Adopt and adhere to the Canadian Policy on Doping in Sport and its related Regulations, offering a link to the Canadian Centre for Ethics and Sport on the PSO website
 - q) Adopt and adhere to FCA's conflict resolution policies and procedures
 - r) Adopt and adhere to FCA's outdoor national championship rotation policy (attached); and
 - s) Provide FCA with a current objective criteria for selection of one athlete to receive funding to attend the FCA target championship each year (grid attached).

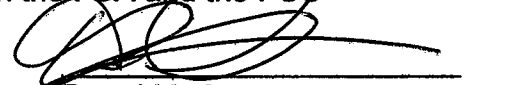
- t) Ensure that by 2006 each affiliated club has one club-level judge who has passed the written on-line exam successfully.
- u) Ensure that by 2007 each affiliated club will have at least one entry-level trained coach.


Both FCA and the Province shall make every effort to keep to all the clauses of this agreement. It shall be the responsibility of either party to notify the other and reopen negotiations when that party realizes that it will not be able to fulfill its obligations

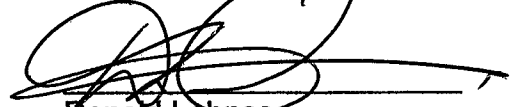
Addendum to this agreement may be made from time to time provided that there is written agreement between both the FCA and the PSO

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 ATAA President
 President
 Province ALBERTA
 Date: Sept 15 2005


 Donald Lohnes
 VP President
 Federation of Canadian Archers
 Date: Sept 19, 2005


 ABA President
 President
 Province ALBERTA
 Date: Aug 9 2005


 Donald Lohnes
 VP President
 Federation of Canadian Archers
 Date: Sept 19, 2005

Attachments