



Pan American Dragon Boat Federation

Founded August 8, 2011

Statutes and Articles of Association

Revised and effective 1st July 2024

MISSION

The mission of the Pan American Dragon Boat Federation is to be the international organisation for the general conduct of Dragon Boat Sport and for the development of Dragon Boating as a recognised sport within the region of the Americas, and to represent the interests of its Member Governing Dragon Boat Associations and Groups with other organisations and entities within the Americas.

CHAPTER I

Constitution, Name, and Objectives

Article 1

The Pan American Dragon Boat Federation (PADBF) was founded at the Westin Harbor Island Hotel, on August 8, 2011, in Tampa, Florida, United States of America, as a not-for-profit sports organisation, free from all economic, political, and religious ties, for the purpose of organising, supervising, and controlling in the Americas, based on friendship and co-operation, the amateur activity of Dragon Boat Sport.

Article 2

DEFINITIONS

Throughout these statutes, the following definitions shall prevail:

- (a) DELEGATE – an individual representative of a Member to the PADBF Congress.
- (b) MEMBER – the national Governing Body of Dragon Boat Sport in any country affiliated with the PADBF.
- (c) ASSOCIATE MEMBER – a dragon boat organization or association domiciled in the Americas, that does not satisfy the requirement of a PADBF MEMBER but wishes to associate itself with the PADBF.
- (d) ATHLETE – shall include a paddler, helm, and drummer.
- (e) DRAGON BOATING – shall include and describe dragon boat activities, including, but not limited to, dragon boat racing and dragon boat festivals.
- (f) ZONE – one of the five geographical divisions of the PADBF consisting of those Members as hereinafter described.
- (g) PAN AMERICAN CHAMPIONSHIPS – dragon boat sport-related events the PADBF organizes to include the entire area of the Americas, for example the Pan American Club Crew Championships (PACCC).

Article 3

The PADBF shall consist of National Dragon Boat Federations, Confederations, and Associations that exist in the Americas that meet the requirements and comply with the Statutes and Articles of Association and By-Laws of the PADBF, and that agree to comply with all Statutes, By-Laws, Regulations, and Rules of the International Dragon Boat Federation (IDBF), and that exercise control over the majority of the Dragon Boat associations, organisations, clubs, or other organizations in their country.

Article 4

The PADBF shall be divided into five zones:

- Zone 1 – Canada,
- Zone 2 – United States of America,
- Zone 3 – Central America,
- Zone 4 – South America,
- Zone 5 – The Caribbean.

Article 5

The legal address of the PADBF shall be determined by the Executive Committee.

Article 6

The duration of the PADBF shall be for an indefinite period.

Article 7

The objectives of the PADBF shall be to:

1. promote and grow the sport of Dragon Boat Racing in the Americas
2. organise and control the Pan American Dragon Boat Championships, the Pan American Club Crew Championships, and any competition between its Members;
3. require its Members to become Members of the IDBF;
4. represent the interest of its Members at the IDBF Council.

Article 8

In pursuing these objectives, the PADBF shall:

- (a) unite under its direction all the organisations or federations engaged in Dragon Boat Sport in the Americas;
- (b) use all IDBF Policies and Competition Rules and Regulations, and if appropriate, allow for modifications or the creation of unique PADBF policies that best serve the needs of the Pan American Region;

- (c) aid and maintain contact with sports groups and other bodies whose aims and purpose are of benefit to the sport;
- (d) formulate a program of activities for its Members and supervise its proper observance;
- (e) support suspensions and penalties decreed by the IDBF and its Members;
- (f) arbitrate disagreements that may arise between its Members;
- (g) cooperate with governments or government commissions to promote the construction of dragon boat facilities with appropriate design and use, to provide the necessary equipment for healthy recreation, and sports competition;
- (h) exercise care that all Dragon Boat events open to its members shall be organized in accordance with the rules of the IDBF, as much as possible;
- (i) promote within its Members training programs for individuals in the performance of official duties and in proper procedures for the conduct of Dragon Boat Sport;
- (j) institute training programs for individuals belonging to its Members to become members of the IDBF International Race Official (IRO) Program;
- (k) give all possible technical assistance to its Members in all phases of Dragon Boat Sport; and
- (l) strengthen the PADBF economically, and in other ways, for the benefit of the sport in the Americas.

CHAPTER 2

Definition of Amateur Status

Article 9

The PADBF binds itself to accept the definition of an amateur as established by the IDBF.

CHAPTER 3

Members

Article 10

The requirements for becoming a Member of the PADBF are that the applicant:

- (a) must be located in a country in the Americas;
- (b) must be a Member of the IDBF, or have a pending application for such membership, or undertake to apply for membership in the IDBF within three (3) months of becoming a Member of the PADBF;
- (c) must be the national federation, confederation, or association that represents and controls Dragon Boat Sport in that country;
- (d) must not belong to any non-IDBF international or regional federation or organisation in Dragon Boat Sport; and
- (e) must apply for PADBF membership, must pay the annual PADBF membership fee, and must submit documents testifying to its compliance with the above-mentioned requirements, in order to be

considered for provisional acceptance by the Executive Committee and for final acceptance by the PADBF Congress as a Member.

CHAPTER 4

Obligations and Privileges of Members

Article 11

Members of the PADBF must:

- (a) comply with the provisions of these statutes as well as those of the IDBF;
- (b) provide the PADBF President and Secretary with up-to-date copies of all its constitutions, by-laws, statutes, and other governing documents; and
- (c) cooperate with the PADBF in promoting the development and extension of all dragon boat activities within the area of the Americas.

Article 12

Associate Members are entitled to attend PADBF Congress but are not entitled to vote at PADBF Congress.

Article 13

Members shall have the following privileges:

- (a) They will be considered as the supreme authority in their country in all matters concerning the organization and promotion of the Sport of Dragon Boat Racing.
- (b) So long as the Member complies with these Statutes and Articles of Association, no other organisation representing Dragon Boat Racing in their country will be admitted membership in the PADBF, except as an Associate Member.
- (c) Only athletes forming part of a national dragon boat federation, confederation, or association through membership in their clubs or teams will be permitted to participate in Pan American Championships and IDBF International Championships.

CHAPTER 5

Governing Bodies of the Pan American Dragon Boat Federation

Article 14

The governing bodies of the PADBF shall consist of the Congress and the Executive Committee.

CHAPTER 6

The Congress

Article 15

The Congress consists of up to two (2) Delegates from each Member, with a total of one (1) vote. Delegates must be citizens of the country they represent. The Delegates must accredit their status at the proper time before the Congress with credentials issued by the Member they represent.

Voting in the Congress will be:

- (a) ordinarily by Delegates' show of hands;
- (b) upon request of any Delegate, by secret ballot, and the scrutineers duly appointed by the Chair of the Congress will report vote count results.

A Member or Associate Member that has not fulfilled its financial obligations to the PADBF fourteen (14) days before the date of Congress shall not be permitted to be represented in the Congress.

Article 16

The Congress will be convened by the President of the Executive Committee; or by at least the majority of the Members and in the event of a refusal by the President; or by the majority of the members of the Executive Committee. The Congress shall meet in Ordinary session at least every year and at the PADBF Championships; the Congress also may hold Extraordinary Congress meetings at other times and places or via teleconferencing as determined by the Executive Committee.

Article 17

The Congress will open with a preliminary session under the chairpersonship of the President of the Executive Committee during which session the credentials of the Delegates will be presented, discussed, and approved; a report will be made of the matters under consideration; resolutions and proposals will be presented; and, if reached, the declaration of a legal quorum will be announced.

Article 18

All sessions of the Congress, whether Ordinary or Extraordinary, will be restricted to the matters listed on the agenda. They will be presided over by the President of the Executive Committee or by his or her substitute in the case of absence. A two-thirds (2/3) vote of the Delegates present will be required to permit inclusion in the discussion of any matter not listed on the agenda.

Article 19

The requirement of a legal quorum at Congress will be the attendance of two-thirds (2/3) of the Members, one (1) of which must be from Zone 1 or 2. If this condition should not be met, the session will be postponed for twenty-four (24) hours, when a legal quorum will be declared with the Delegates present at that time irrespective of the number of Members in attendance. Resolutions of the Congress will be valid if approved by a majority of the Delegates present, with the exception of voting referred to in Articles 18 and 21 hereof.

Article 20

The resolutions of the Congress should deal not only with matters related to the holding of the Pan American Dragon Boat Championships or other international competitions but also with any other matter related to the promotion of dragon boat racing throughout the Americas.

Article 21

Proposal for alteration of or addition to the Statutes & Articles of Association and By-Laws, Rules, or other business or agenda items other than those pertaining to technical matters, shall be considered only if submitted by a Member or by the Executive Committee, and must reach the Secretary at least sixty (60) days prior to the Congress at which they are to be considered. The proposals shall be communicated to all Members at least thirty (30) days before such Congress. Provided that on a motion of urgency and passed by a two-thirds (2/3) vote of those present and voting, the Congress may deal with other proposals.

Article 22

The resolutions of the Congress are binding on all Members and Associate Members, and they shall take such steps as are necessary to ensure full and correct compliance.

Article 23

To expedite urgent matters, an Extraordinary Congress can be convoked as provided in Article 16.

Article 24

The Congress shall set the dues that shall be paid by the Members and the Associate Members.

Article 25

The Congress shall make strong efforts to establish relations and to cooperate with other sports organisations as well as to affiliate with other hemispheric organisations.

Article 26

The Congress may, to reward exceptional merit on service in the advancement of international dragon boat racing, elect individuals to be Honorary Life Members, who can be invited to attend Executive Committee meeting and Congress and shall have only voice and not vote.

Article 27

The Congress, in its regular session during the Pan American Championships, shall elect the members of the Executive Committee who will hold office from the day following the Pan American Championships and through the period ending with the next Pan American Championships.

CHAPTER 7

The Executive Committee

Article 28

The control and management of the PADBF shall be vested in the Executive Committee. Executive Committee shall be chaired by the President or in the case of absence of the President, the Executive Member designated by the President. The Executive Committee shall have full authority in the operation of the PADBF in the intervals between Ordinary meetings and Extraordinary meetings of the Congress.

Article 29

The Executive Committee shall consist of at least seven (7) persons: the President, two Vice Presidents, the Treasurer, the Secretary, and two (2) or more committee members. At Congress, if the President is not voted in from Zone 1 or Zone 2, then the next position of one of the Vice President positions, must be from either Zone 1 or Zone 2.

No Member may have more than two (2) persons elected from that Member's country as part of the Executive Committee. In addition, there must be a representative in the Executive Committee of at least one (1) committee member from each of the five (5) zones as defined in Article 4.

Article 30

The Executive Committee members shall be elected according to Article 29 for the terms declared in Article 27. They cannot be removed from office, except by resignation or by decision of the Executive Committee, clear and founded, or by a vote of No Confidence by the unanimous vote of the rest of the Executive Members and approved by at least a two-thirds (2/3) majority of the PADBF Members. In case of death, resignation, or removal, the vacancy will be filled immediately in accordance to Article 44.

Article 31

Candidates for the Executive Committee must meet all of the following requirements:

- (a) they must be individuals who have been nominated by a PADBF Member;
- (b) they must be at least twenty-one (21) years of age; and
- (c) they must citizens of that Member country that nominated them.

Article 32

Decisions of the Executive Committee shall preferably be the majority of votes, with the exception of that vote of No Confidence as described in Article 30 above. In the case of a tie, the President may cast a second vote to break the tie. If necessary, the President may request a mail or email vote of all Executive Committee members. All decisions of the Executive Committee are subject to ratification by the Congress.

CHAPTER 8

The Duties and Rights of the Executive Committee

Article 33

The Executive Committee shall have the following powers:

- (a) It will be the sole authority to represent the PADBF in the control and management of its affairs between meetings of the Congress.
- (b) It is authorised to receive and consider applications for membership.
- (c) It shall receive from Members and Associate Members the annual dues determined by the Congress.
- (d) It may issue whatever orders are deemed necessary to the success of its programs.
- (e) It may authorise the competitions described in Article 7 .
- (f) It may appoint Delegates and Commissions to represent it.
- (g) It may intervene, if appealed to, in the solution of conflicts arising between Members, with the object of conciliation.
- (h) It may appoint administrative personnel as required to conduct the affairs of the PADBF.
- (i) It may convene the Congress as provided in the Statutes.
- (j) The individual members of the Executive Committee may take part in the sessions of the Congress with voice but not vote unless they are also a Delegate to the Congress of a Member who is entitled to vote.
- (k) Its members will comply with the Statutes of the PADBF.
- (l) It may make emergency decisions which will be temporarily valid but are subject to confirmation by the Congress at its next session.
- (m) It may accept the resignation of any of its Members or Associate Members.
- (n) It may establish sub-committees and commissions for special purposes, the chair of said sub-committee and commission must be a member of the Executive Committee.

Article 34

The responsibilities of the Executive Committee are the following:

- (a) to meet at least four (4) times per year;
- (b) to comply with and enforce the Statutes of the PADBF and the Resolutions of the PADBF Congress, plus their prescribed duties and commissions, under notice that if they do not, they may be removed from office;
- (c) to prepare the budget of PADBF and submit it to the Congress for study and approval;
- (d) to submit a financial report to the Congress of all income and expenditures of the PADBF during the period preceding the session of the Congress;
- (e) to submit to the Congress a report of its activities during the period preceding the session of the Congress;
- (f) to submit to the Congress a projected program for the following period;
- (g) to give the widest possible publicity to events that will be organised under its scrutiny-sanction-management among the directors of all Members and affiliated organisations;
- (h) to publish and distribute to all Members a copy of the current governing documents and amendments thereto;
- (i) to prepare the Minutes of its sessions with resolutions approved – these Minutes must be signed by the President (or the Vice-President) and the Secretary, and be maintained by the Secretary in the Executive Committee’s Minute Book; and
- (j) to honour the authority and jurisdiction of the Members over their appropriate activities within their jurisdiction.

CHAPTER 9

The Officers of the Executive Committee

Article 35

The duties of the President shall be to:

- (a) perform the duties of his or her office during the period for which he or she is elected;
- (b) preside over meetings of the Executive Committee and of the Congress;
- (c) sign official or private documents when necessary;
- (c) authorize with his or her signature all expenditures of the PADBF;
- (e) exercise due vigilance in the enforcement of the statutes of the PADBF;
- (f) further the development and progress of the PADBF and to protect its good name as a sports organisation; and

(g) have full authority to represent the PADBF before all authorities in defence of its interests; and to give all necessary powers, assignments, and commissions; distribute work; sign contracts; and do anything to favour the benefit of the PADBF, as approved by the Executive Committee.

Article 36

The duties of the Vice-Presidents shall be to act as an auxiliary and deputy for the President, according to the President's decisions. In the event of temporary absence from the office of the President, the Executive Committee shall appoint one of the Vice Presidents to fill this temporary absence.

Article 37

The duties of the Secretary shall be to:

- (a) supervise PADBF administrative affairs as directed by the Officers and the Executive Committee;
- (b) have functional custody, not ownership, of PADBF records and property;
- (c) submit to Congress a detailed report on PADBF activities of the previous year(s) between Congress;
and
- (d) in the event of temporary absence from office of the Secretary, the Executive Committee shall appoint an Executive member to fill this temporary absence.

Article 38

The duties of the Treasurer shall be to:

- (a) maintain detailed accounting for all PADBF receipts, expenditures, and assets;
- (b) compile of annual financial statement and distribution to the Executive Committee no later than March 31st of each year with request for approval to distribute same to all Members; and
- (c) upon Executive Committee approval of the financial statement, distribute the same to all PADBF Members no later than June 30th of each year. In the event of temporary absence from office of the Treasurer, the Executive Committee shall appoint an Executive member to fill this temporary absence.

CHAPTER 10

Vacancies

Article 39

Should a vacancy occur on the Executive Committee, it shall temporarily be filled by a majority vote of the Executive Committee for the balance of the term.

CHAPTER 11

Dues

Article 40

Each Member and Associate Member of the PADBF shall pay annual dues as set by the Congress, in addition to such extra assessments as may be levied by the Congress or the Executive Committee.

Article 41

Each Member and Associate Member of the PADBF shall pay all annual dues not later than January 31st of each year.

Article 42

Any Member in arrears in payment of dues shall not be eligible to vote and shall be held in suspension of its membership rights until it has made full payment and sent documentation of such payment to the Treasurer.

CHAPTER 12

Technical Committees

Article 43

There shall be the following Technical Committees: (1) Championships Hosting; (2) Training, Coaching, and Officiating; and (3) History and Archives. Each committee shall be made up of at least three (3) members, based on each member from a different Zone. The Technical Committee members shall be experts in their specialty. Only the PADBF Members comprising each Zone shall have the authority to nominate and elect the respective members of the Technical Committees. The election shall be held in the Congress, and the term of office shall be the same as that for the members of the Executive Committee. The Executive Committee shall appoint, from among the elected Technical Committee members and as soon as possible, the Chair of each such committee.

Article 44

The Technical Committees shall study and advise the Executive Committee concerning all PADBF activity in their scope. They may propose amendments to the PADBF rules relating to their discipline and the IDBF rules for recommendation to the IDBF by the PADBF. The Technical Committees shall meet preferably once every two (2) years, but if circumstances require, may meet every year with the approval of the Executive Committee. In any event, the Technical Committees shall meet in conjunction with the Pan American Championships.

CHAPTER 13

Official Language

Article 45

English shall be the official language of the PADBF. Other languages may be used in limited circumstances, or for limited duration, if deemed appropriate by the Executive Committee.

CHAPTER 14

Modifications

Article 46

In all cases, the procedure to propose modifications of these statutes shall be as provided in Article 21 and shall be enacted only if a legal quorum of the Congress has been established and such modification has a two-thirds (2/3) majority.

CHAPTER 15

Rules and Regulations

Article 47

The rules for competitions held by the PADBF will be the current rules of the IDBF at the time the event is held.

Article 48

The PADBF shall make every effort to conduct Pan American Championships at appropriate dates and sites on a biennial basis. Requirements, rules, and regulations for such Championships shall be as determined by the Executive Committee with approval of the Congress.

CHAPTER 16

Transitory Provisions

Article 49

This revised Statute shall be in force from 1st July 2024, or from the date of any subsequent modification approved by Congress.

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