

MEMBERSHIP

1. Membership fees, if any, in the society shall be determined, from time to time, by the members at a general meeting. Membership fees are non-refundable and not pro-rateable.
2. Membership categories are as follows:
 - Adult membership: (age 18 years or older)
 - Child membership (age 17 or younger)
 - Family memberships (4 people. maximum of 2 adults)
3. Membership year is from January to December. Memberships issued during the year will expire at the end of December of that calendar year.
4. Adult membership grants the rights to vote at meetings of the Society.
5. Any member wishing to withdraw from membership may do so upon a notice in writing to the Board through its Secretary. Alternately, members may choose to allow their membership to lapse at the end of the calendar year and not renew membership for the following year.
6. Any member upon a majority vote of all members of the board may be expelled from membership for any cause which the society may deem reasonable.

BOARD OF DIRECTORS

7. Board of Directors, Executive or Board, shall mean the Board of Directors of the society. The Board of directors consists of the Executive, comprising of the Chairperson, Vice-Chairperson, Secretary and Treasurer, as well as up to 4 Directors.
8. The Board shall, subject to the bylaws or directions given it by majority vote at any meeting properly called and constituted, have full control and management of the affairs of the society. This includes establishment of any policy or guidelines deemed appropriate to guide Society business and activities.
9. A person elected a director becomes a director if they were present at the meeting when being elected, and did not refuse. They may also become a director if they were not present at the meeting but consented in writing to act as director before the election, or within ten days after the election.
10. To be eligible to be elected to the Board as a Director a person must have served at least one year (12 consecutive months) as a member in good standing.
11. To be eligible to be appointed to an executive position a person must have served at least one term as a board member.
12. To be eligible to be appointed to the Chairperson position, a person must have served in the co-chair position for at least one term.
13. Any director or executive member, upon a majority vote of all board members in good standing, may be removed from office or any cause which the society may deem reasonable.

CHAIRPERSON

14. The Chairperson shall be ex-officio a member of all Committees. He/she shall, when present, preside at all meetings of the society and of the Board. In his/her absence, the Vice-Chairperson shall preside at any such meetings. In the absence of both, a chairperson may be elected at the meeting to preside.

SECRETARY

15. It shall be the duty of the secretary to attend all meetings of the society and of the Board, and to keep accurate minutes of the same. He/she shall have charge of the Seal of the society which whenever used shall be authenticated by the signature of the Secretary and the Chairperson, or, in the case of the death or inability of either to act, by the Vice-Chairperson. In case of the absence of the Secretary, his/her duties shall be discharged by such officer as may be appointed by the Board. The Secretary shall have charge of all the correspondence of the society and be under the direction of the Chairperson and the Board.
16. The Secretary shall also keep a record of all the members of the society and their addresses, send all notices of the various meetings as required, and collect and receive the annual dues or assessments levied by the society. Such monies shall be promptly turned over to the Treasurer for deposit in a Bank, Trust Company, Credit Union or Treasury Branch as required.

TREASURER

17. The Treasurer shall receive all monies paid to the society and be responsible for the deposit of same in whatever Bank, Trust Company, Credit Union or Treasury Branch the Board may order. He/she shall properly account for the funds of the society and keep such books as may be directed. He/she shall present a full detailed account of receipts and disbursements to the Board whenever requested and shall prepare for submission to the Annual Meeting a statement duly audited of the financial position of the society and submit a copy of same to the Secretary for the records of the society. The Office of the Secretary and Treasurer may be filled by one person if any annual meeting for the election of officers shall so decide.

AUDITING

18. The books, accounts and records of the Secretary and Treasurer shall be audited at least once each year by a duly qualified accountant or by two members of the society elected for that purpose at the Annual Meeting. A complete and proper statement of the standing of the books for the previous year shall be submitted by such auditor at the Annual Meeting of the society. The fiscal year end of the society in each year shall be December 31.
19. The books and records of the society may be inspected by any member of the society at the Annual Meeting or at anytime upon giving 30 days written notice and arranging a time satisfactory to the officer or officers having charge of same. Each member of the Board shall at all times have access to such books and records.

MEETINGS

20. This society shall hold an annual meeting on or before December 1 in each year, of which notice in writing to the last known address of member shall be delivered in the mail, fax, telephone, email, or any electronic means (including publically available postings) 30 days prior to the date of the meeting. At this meeting there shall be elected a Chairperson, Vice-Chairperson, Secretary, Treasurer, (or Secretary/Treasurer), and up to 4 directors. The officers and directors so elected shall form a Board, and shall serve until their successors are elected and installed. Any vacancy occurring during the year may be filled at the next general meeting, provided it is so stated in the notice calling such meeting. Any member in good standing shall be eligible to any Director position in the society. 4 board members in good standing and 75% of general members in attendance shall constitute a quorum at a membership meeting.
21. 4 board members in good standing shall constitute a quorum at any meeting; general or special.

22. General meetings of the society may be called at any time by the Secretary upon the instructions of the Chairperson or Board by notice in writing to the last known address of each member, shall be delivered in the mail, fax, telephone, email, or any electronic means (including publically available postings) 30 days prior to the date of the meeting. General meetings shall be held at least once every six months.
23. A special board meeting may be called on the instructions of any two board members provided they request the Chairperson in writing to call such meetings, and state the business to be brought before the meeting. Meetings of the Board shall be called by 10 days notice in writing mailed to each member or by three days notice by email, fax or telephone. Any four board members shall constitute a quorum, and meetings may be held without notice if a quorum of the Board is present, provided however, that any business transactions at such meeting shall be ratified at the next regularly called meeting of the Board; otherwise they shall be null and void.
24. A special meeting of the membership shall be called by the Chairperson or Secretary upon receipt of a petition signed by one-third of the members in good standing, setting forth the reasons for calling such meeting, which shall be by letter to the last known address o each member, be delivered in the mail, fax, telephone, email, or any electronic means (including publically available postings) 21 days prior to the date of the meeting. 4 board members in good standing and 75% of general members in attendance shall constitute a quorum at a membership meeting.

VOTING

25. Any adult member who has not withdrawn from membership, nor has been suspended or expelled shall have the right to vote at any meeting of the society.
26. Board Meetings may be held in-person, via conference calls or other real-time electronic means.
27. Special Resolutions may be voted on by write-in ballot at the discretion of the board.
28. General meetings and the Annual General Meetings votes may be made in-person only.
29. Requests for off-site voting opportunities must be made in writing to the Chairperson at least 2 weeks prior to the meeting and granted prior to calling the meeting to order.

REMUNERATION

30. Unless authorized at any meeting and after notice for same shall have been given, no officer, director, or member of the society shall receive any remuneration for his/her services.

BORROWING POWERS

31. For the purpose of carrying out its objects, the society may not borrow or raise or secure the payment of money.

BYLAWS

32. The Bylaws may be rescinded, altered or added to by a "Special Resolution" as defined in Section 1(d) of the Societies Act.