

WOLFVILLE AND AREA NEWCOMERS CLUB BY-LAWS

ARTICLE I - NAME

This organization shall be known as the Wolfville and Area Newcomers Club

ARTICLE II – MANDATE

The Wolfville and Area Newcomers Club is a Registered Non-Profit Society organized to provide an opportunity for newcomers and other interested residents to become acquainted with others in the community. As well, it serves as a useful tool to promote the area and to encourage its members to participate in community events.

The Wolfville and Area Newcomers Club is intended to be inclusive; not exclusive. Every effort should be made to accommodate each other's needs. This philosophy should be applied to all aspects of the organization.

ARTICLE III – MEMBERSHIP and DUES

Section 1: Membership Period

The full year membership period shall run from September 1 of one year to August 31 the following year. Summer membership shall be for the period May 1 to August 31.

Section 2: Membership Eligibility

To be eligible for membership a person must:

- o Reside in either Kings or Hants Counties, Nova Scotia
- o Complete a Club Membership registration form
- o Submit membership dues upon registration

Section 3: Membership Dues

Membership dues shall be approved by the membership in the annual budget.

Section 4: Interest Group Participation

Only paid, registered Members may attend interest group activities hosted by the Club.

Section 5: Membership Revocation

A person ceases to be a Member when the Board has determined that:

- o Annual dues are not paid as described in Section I

- o The member fails to comply with the by-laws of the organization
- o The member acts in a manner that is detrimental to the purpose of the Club

Section 6: Membership List Usage

No Member shall make the membership list available to anyone for any commercial purpose, nor use the list for any purpose other than to communicate with other members about the club's activities. Violation of this rule will result in the expulsion from membership. Publication of the membership list or any part thereof on the website is prohibited.

ARTICLE IV – MEETINGS

Section 1: Fiscal Year

The fiscal year shall run from May 1st to April 30th of the following year.

Section 2: General Meetings

General meetings will be held once a month; except in June, July, and August, on a date set by the Executive Board. The Annual General meeting will be held in May.

Section 3: Special Meetings

Special meetings of the Membership may be called by the President or by five (5) regular club members. The general Membership will be given written notice of such meetings at least two weeks before the meeting date.

Section 4: Member Meeting Quorum

For regular monthly General meetings, and Annual General meetings, twenty percent (20%) of the paid Members, including at least four (4) Executive Board Members shall constitute a quorum.

Section 5: Executive Board Meetings

Meetings of the Executive Board shall be held at least twice a year. Additional meetings shall be held on the call of the President in consultation with the Executive Officers. Both the incoming and outgoing Executive Boards shall attend the first Executive Board meeting following the Annual General meeting. At this meeting all records shall be turned over to the incoming Board, and new signing officers shall be established. Signing officers shall be the following Executive Officers: the President, the First Vice-President, and the Treasurer. Any two (2) of these signing officers may sign Club cheques.

Section 6: Executive Board Quorum

For Executive Board meetings four (4) Members of the Executive Board shall constitute a quorum.

ARTICLE V – EXECUTIVE BOARD

Section 1: Members

The Executive Board shall consist of:

- o President
- o First Vice-President
- o Second Vice-President
- o Treasurer/Registrar
- o Recording Secretary
- o Social Convenor
- o Publicity Co-ordinator
- o Website Liaison
- o Member at Large

who, being guided by the specific responsibilities for each, as outlined from time to time in the Club's Standing Rules, shall govern all aspects of the Club.

Section 2: Immediate Past President

The Immediate Past President may be invited by the President to attend Executive Board meetings as a non-voting participant.

ARTICLE VI – DUTIES of EXECUTIVE OFFICERS

The duties of Executive Officers shall be as described, from time to time, in the Club's Standing Rules.

ARTICLE VII – COMMITTEES

The Executive Board shall establish and decommission Committees as and when deemed necessary. It shall furthermore describe these Committees' responsibilities in the Club's Standing Rules and appoint these Committees' Chairpersons

ARTICLE VIII – ELECTIONS

Section 1: Election to Executive Board

A Nominating Committee consisting of three (3) Members [may include two (2) Members of the current Executive Board] shall be appointed by the President at the March Executive Board meeting. The Nominating Committee shall nominate one (1) candidate for each Elected Executive Officer, and the other positions on the Executive Board.

Additional candidates may be nominated from the floor at the Annual General meeting

in May.

Nominations **must** have the express permission of the nominee.

The nominations for the Executive Board shall be voted upon at the Annual General meeting in May.

Section 2: Voting Eligibility

In order to vote one must be a Member in good standing

Section 3: Voting Process

A majority of votes shall be sufficient to elect Members of the Executive Board. Voting shall be by secret ballot if more than one (1) person is nominated for a position. A majority of votes is necessary to confirm a position. In order to achieve a majority, a “run off” vote may be necessary. A “run off” procedure would have the candidate with the lowest number of votes dropped from the voting until a majority winner is determined.

Section 4: Executive Board Terms

Executive Board Members shall serve a one-year term, and hold office for the ensuing fiscal year.

Section 5: Executive Board Vacancy

The Executive Board shall fill any vacancies that occur during the fiscal year.

ARTICLE IX – INTEREST GROUPS

Section 1: Interest Group Formation

Members may form an Interest Group with the approval of the Executive Board.

Section 2: Interest Group Compartment

Interest Groups shall be in keeping with the mandate of the Wolfville and Area Newcomers Club, and shall conform to the By-Laws.

Section 3: Interest Group Management

Each Interest Group shall have a chairperson, and be self-supporting. If required, pre-payment will be necessary from members in situations where reservations are made on their behalf.

Section 4: Interest Group Participation

No Interest Group may exclude any Member who wishes to join. However, certain restrictions, such as size of venue, may at times limit the number of participants.

ARTICLE X – NOTICES

The preferred method of delivering notices, or other communications, to Members will be by electronic means.

ARTICLE XI – STANDING RULES

A record of Standing Rules will be maintained to reflect operating procedures of the Club not specified in the By-Laws.

ARTICLE XII – AMENDMENTS

Section 1: By-Law Review

A By-laws Committee consisting of (3) current Members of the Executive Board shall be appointed by the President in March.

The Committee shall review the current By-Laws and:

- o Propose any new By-Laws deemed necessary.
- o Review the current By-Laws and propose any needed changes.

Section 2: Amendment Process

The By-Laws may be amended at any Annual General Meeting by a three quarters (3/4) vote of the Members that are present at the meeting. Notice of amendment must be given, in writing, to the membership at least two (2) weeks prior to the Annual General Meeting at which the voting will take place.

ARTICLE XIII – DISSOLUTION

Upon dissolution, assets, which remain after discharging all liabilities, shall be donated to a registered charity or registered charities as determined by the Executive Board.