

Abbotsford Genealogical Society Bylaw

ARTICLE I – MEMBERSHIP

Membership in the Abbotsford Genealogical Society (to be known as the Society) may be granted to those persons and organizations in agreement with the Society's purpose and objectives.

ARTICLE II – OFFICERS

The Officers of the Society shall be:

- President
- Past President
- First Vice-President
- Second Vice-President
- Treasurer
- Secretary; and

shall be known collectively as the Executive.

ARTICLE III – PARLIAMENTARY AUTHORITY

The parliamentary rules in Robert's Rules of Order shall govern when not in conflict with the Society's Constitution or Bylaw.

ARTICLE IV – DISSOLUTION OF THE SOCIETY

If the Society dissolves all funds and assets that remain after any debts and/or liabilities are paid, shall be transferred or given to another Canadian organization with similar genealogical objectives. This decision shall be made by the majority of Society members in good standing that attend the meeting called by the officer officiating at the dissolution of the Society. This article may only be amended by a two-thirds majority of all members in good standing.

ARTICLE V – ELECTION OF OFFICERS

SECTION 1 – ELECTION

All officers shall be elected at the Annual General Meeting and shall assume office at the meeting's adjournment.

SECTION 2 – TERM OF OFFICE

Members may be elected to the same Executive position for not more than two years to allow other members the opportunity to serve. Filling a vacancy for at least six months on the Executive Committee shall be considered a term of office. Terms may exceed two years if necessary to fill a vacancy.

SECTION 3 – VACANCIES

Vacancies shall be filled by the Executive and confirmed by a vote of society members present and in good standing at the next General Meeting.

SECTION 4 – POWERS, DUTIES AND SIGNATORIES

The Executive shall

- manage the activities, property, personnel and affairs of the Society
- ensure the advancement of the purpose and objectives of the Society
- act in good faith to establish policy and issue regulations and guidelines for the operation and well-being of the Society.

Signature authority for the fiscal year shall be established by the Executive.

SECTION 5 – ATTENDANCE AT MEETINGS

Officers shall vacate their offices if they miss two consecutive General Meetings or two Consecutive Executive Meetings unless this attendance requirement is waived by a majority vote of the Executive.

SECTION 6 – REMOVAL FROM OFFICE

Officers may be removed from their offices by a two-thirds vote of Society members present and in good standing at a General Meeting.

SECTION 7 – VOTING

Unless otherwise provided in this Bylaw, a simple majority of members present shall rule. Voting shall only occur if there is a quorum present, as specified in Article IX. Proxy voting shall not be allowed.

SECTION 8 – COMPENSATION

Officers shall not receive any financial compensation for duties performed in relation to their offices, other than for reimbursement, at cost, of pre-authorized expenses. Pre-authorized expenses are described as those expenditures made in support of Society programs, activities or operations and approved by three members of the Executive Committee.

ARTICLE VI – BORROWING

No member shall, in the name of the Society, borrow funds or pledge any Society assets as collateral.

ARTICLE VII – DUTIES OF OFFICERS

The duties of Officers shall be defined in the Society's policies, which are subject to review and revision by the Executive from time-to-time.

ARTICLE VIII – MEMBERSHIP**SECTION 1 - GENERAL**

- A. Any person that agrees with the Purpose and Objectives of the Society accepts the Bylaw and pays dues may become a member.
- B. Members may take an active role in the Society, stand for a committee position from time to time and take part in Society activities.
- C. New members shall pay the current year's dues to the Membership Committee immediately on acceptance into the Society.
- D. Individual and Family memberships shall entitle each member to one vote each at the Annual and General Meetings; and the right to hold office in the Society.
- E. Organizations may become members of the Society by paying annual dues. Such membership includes all the Society's benefits, rights and responsibilities except the organization shall not vote or hold office.
- F. The Society's Constitution, Bylaw and Policies shall be posted on the Society's website and filed in the Resource Centre. Members may make copies of these documents.
- G. The Society's Membership List shall only be used to further the Purpose and Objectives of the Society.

SECTION 2 – HONOURARY

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- A. Honourary membership in the Society may be granted to a person for services rendered.
 - B. Any member of the Society may nominate a member for honourary membership.
 - C. The Executive shall consider all nominations for honourary memberships and forward them with recommendations to a General Meeting.
 - D. Honourary memberships may be granted by a two thirds vote of the membership at a General Meeting.
 - E. Honourary members shall not pay dues.
 - F. All honourary memberships shall be reviewed annually in January by the Executive. .
 - G. Recommendations by the Executive to extend a honourary membership may be granted by a two-thirds vote of the membership at a General Meeting.
 - H. Honourary memberships shall not exceed five percent of the regular membership.

SECTION 3 – LIFE

- A. Life Membership in the Society may be granted to a person for exceptional services rendered for a minimum of five years.
- B. Any member of the Society may nominate a member for Life Membership.
- C. The Executive shall consider all proposals to grant Life Membership and forward them with recommendations to a General meeting.
- D. Life Memberships may be granted by a two-thirds vote of the membership at a General Meeting.
- E. Life Members shall not pay dues.
- F. Life Memberships shall not exceed five percent of the regular membership.

ARTICLE IX – MEMBERSHIP DUES

- A. The Executive shall review the membership dues annually and forward a recommendation to a General Meeting. The Society's dues shall be approved by the members at a General Meeting.
- B. Dues are payable by January 31 each year. Non payment will result in discontinuance of membership benefits and rights.

ARTICLE X – MEETINGS

SECTION 1 – EXECUTIVE COMMITTEE

- A. The Executive shall hold at least eight Meetings per fiscal year at such time and place as called by the President. Notice of the meeting shall be distributed to the officers at least 48 hours before the meeting.
- B. Matters arising between Executive Meetings may be approved electronically by a majority of the officers. Such decisions shall be ratified at the next Executive or General Meeting.

SECTION 2 – GENERAL MEETINGS

- A. The Annual General Meeting of the Society shall be held by March. Notice of the meeting shall be distributed to the members at least 30 days before the meeting.
- B. There shall be at least eight General Meetings per fiscal year at such time and place as called by the Executive. Notice of the General Meeting shall be distributed to the members at least 14 days before the meeting.

SECTION 3 – SPECIAL MEETINGS

- A. Special General Meetings may be called at any time if the Executive resolves to deal with a matter that cannot be conveniently deferred to the next General Meeting.
- B. The general nature of the matter shall be specified in the Notice. Notice of the meeting shall be distributed to the members at least 20 days before the meeting. Any meeting where a Special Resolution is considered by the membership is a Special General Meeting; and the Resolution shall be presented to the membership at the time stated in the Notice. Passage of the Resolution shall require a majority of not less than 51 percent of such members entitled to vote that are present at the Special General Meeting.

ARTICLE XI – QUORUM

- A. The quorum at an Executive Meeting shall be three officer positions that are filled.
- B. The quorum at a General, Annual General or Special General Meeting shall be ten percent of the total membership in good standing.

ARTICLE XII – SOCIETAL RECORDS

Originals and copies of the Society's records, including Executive, General, Annual and Special Meeting agendas and minutes, financial statements, reports and other documents, shall be maintained in the Society's Resource Centre and open to examination by the membership.

ARTICLE XIII – APPOINTMENTS

The President may appoint the following committees until the conclusion of the next Annual General Meeting:

- Cemetery
- Membership
- Resource Centre Liaison
- Resource Centre Duty
- Non-member Research
- Events
- Newsletter
- Roots Around the World Seminar
- Technical Services Coordinator/Webmaster.

ARTICLE XIV – AMENDMENTS

SECTION 1 – CONSTITUTION

- A. The Constitution may be amended at the Society's Annual General Meeting by a two-thirds vote of the membership in good standing that is present.
- B. Any proposal to amend the Constitution shall be presented to the President in writing by October 31 for inclusion on the agenda for the November Executive Meeting.
- C. The Executive shall consider all amendments and forward them with recommendations to the Annual General Meeting. Such proposed amendments and recommendations shall be posted by November 30 in the Society's Resource Centre and distributed to members.

SECTION 2 – BYLAW

- A. The Bylaw may be amended at the Society's Annual General Meeting by a two-thirds vote of the membership in good standing that is present.
- B. Any proposal to amend the Bylaw shall be presented to the President in writing by October 31 for inclusion on the agenda for the November Executive Meeting.
- C. The Executive shall consider all amendments and forward them with recommendations to the Annual General Meeting. Such proposed amendments and recommendations shall be posted by November 30 in the Society's Resource Centre and distributed to the members.

SECTION 3 – POLICIES

The Society's policies may be amended by a majority vote of the Executive.

ARTICLE XV – EFFECTIVE DATE OF BYLAW**SECTION 1 – APPROVAL**

This Bylaw is effective immediately on approval, as described in Article XIV, Section 2. The approval date shall be recorded in Article XV, Section 2.

SECTION 2 – DATE OF AMENDMENTS

Adopted: March 15, 2011 Annual General Meeting

Amendments:

Article V	Election of Officers	Section 1	Election	January 15, 2013
Article X	Meetings	Section 2	Annual & General Meetings	January 15, 2013
		Section 3	Special Meetings	January 15, 2013
Article XI	Quorum – reduces & standardizes		Ex, General, Special & AG Meetings	January 15, 2013

Housekeeping Amendments	Reformatted	January 15, 2013
Table of Contents	Updated, reformatted and relocated to end of document	January 15, 2013
Article II	Technical Support Coordinator position deleted; Corresponding Secretary and Recording Secretary positions combined and renamed "Secretary"	January 22, 2015
Article XIII	Line one amended to read "The President may appoint the following committees until the conclusion of the next Annual General Meeting; further amended following line one to read "Cemetery, Membership, Resource Centre Liasion, Resource Centre Duty, Non-member Research, Events, Newsletter, <u>Roots Around the World</u> Seminar and Technical Services Coordinator/Webmaster"	January 22, 2015

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